



AGENDA

GENERAL COMMITTEE

THE CORPORATION OF THE CITY OF MISSISSAUGA
www.mississauga.ca

WEDNESDAY, JANUARY 15, 2014 – 9:00 AM

COUNCIL CHAMBER – 2nd FLOOR – CIVIC CENTRE
300 CITY CENTRE DRIVE, MISSISSAUGA, ONTARIO, L5B 3C1

Members

Mayor Hazel McCallion	
Councillor Jim Tovey	Ward 1
Councillor Pat Mullin	Ward 2
Councillor Chris Fonseca	Ward 3
Councillor Frank Dale	Ward 4
Councillor Bonnie Crombie	Ward 5
Councillor Ron Starr	Ward 6
Councillor Nando Iannicca	Ward 7 (Chair)
Councillor Katie Mahoney	Ward 8
Councillor Pat Saito	Ward 9
Councillor Sue McFadden	Ward 10
Councillor George Carlson	Ward 11

Contact: Sacha Smith, Legislative Coordinator, Office of the City Clerk
905-615-3200 ext. 4516 / Fax 905-615-4181
sacha.smith@mississauga.ca

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CALL TO ORDER

APPROVAL OF THE AGENDA

DECLARATIONS OF CONFLICT OF INTEREST

PRESENTATIONS

DEPUTATIONS

- A. Laurel Schut, Supervisor, Public Relations and Annemarie Hagan, Manager, Museums with respect to the City of Mississauga's 40th Anniversary
- B. Item 1 Dan Ferguson, Manager, Safety

MATTERS TO BE CONSIDERED

- 1. Corporate Policy and Procedure – City of Mississauga Health and Safety Management System (HSMS) – Occupational Health and Safety
- 2. Warning Clause Agreement between the City of Mississauga and Polmat Group Inc. Site Plan Application SP-13/077 (Ward 2)
- 3. Contract Upset Limit Increase – The Supply and Delivery of LED Street Light Luminaires Procurement FA.49.441-12
- 4. Future Directions Fire and Emergency Services Master Plan Funding
- 5. Bottled Water in City Facilities
- 6. Gasoline Pump Warning Labels
- 7. Application to Host the 2017/2018 Creative Cities Network of Canada National Summit
- 8. Cost Sharing for Bridge Replacement on Park 505 (Former Harris Farm) – 6454 Creditview Road, East of Creditview Road and South of Hwy. 401 (Ward 11)

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9. Licensing of TXM Tax Manager (Property Tax Software) To City of Pickering –
Procurement of Consulting Services from DesTech Consulting Services Inc.
FA49.0634-13
10. To Authorize the Closure of and Declare Surplus the Public Lane Adjacent to
7160 to 7174 Airport Road (Ward 5)
11. Delegation of Regional Tax Ratio Setting Authority for 2014
12. Single Source Contract Award for “City Standard” Ice Resurfacing Machines

ADVISORY COMMITTEE REPORTS

Towing Industry Advisory Committee – Report 3-2013 – December 16, 2013

COUNCILLORS’ ENQUIRIES

OTHER BUSINESS/ANNOUNCEMENTS

CLOSED SESSION

(Pursuant to Subsection 239 (2) of the Municipal Act, 2001)

- A. The security of the property of the municipality or local board – Ground Lease
Agreement and Funding Program Sheridan College Institute of Technology & Advanced
Learning Sheridan Hazel McCallion Campus Phase II (Ward 4)

ADJOURNMENT

CALL TO ORDER

APPROVAL OF THE AGENDA

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- A. Laurel Schut, Supervisor, Public Relations and Annemarie Hagan, Manager, Museums with respect to the City of Mississauga's 40th Anniversary
- B. Item 1 Dan Ferguson, Manager, Safety

MATTERS TO BE CONSIDERED

- 1. Corporate Policy and Procedure – City of Mississauga Health and Safety Management System (HSMS) – Occupational Health and Safety

Corporate Report dated December 13, 2014 from the Commissioner of Corporate Services and Chief Financial Officer with respect to a Health and Safety Management System (HSMS) – Occupational Health and Safety Policy.

RECOMMENDATION

- 1. That the proposed Corporate Policy and Procedure - City of Mississauga Health and Safety Management System (HSMS) - Occupational Health and Safety, attached as Appendix 1 to the report dated November 14, 2013 from the Commissioner of Corporate Services and Chief Financial Officer, be approved.
- 2. That rescinding of Corporate Policy and Procedure –Occupational Health and Safety 01-07-05, attached as Appendix 2, be approved.
- 3. That the new Health and Safety Policy Statement, attached as Appendix 3, be approved.

2. Warning Clause Agreement between the City of Mississauga and Polmat Group Inc. Site Plan Application SP-13/077 (Ward 2)

Corporate Report dated December 12, 2014 from the Commissioner of Transportation and Works with respect to a Warning Clause Agreement with Polmat Group Inc. for Site Plan Application SP-13/077.

RECOMMENDATION

That a by-law be enacted to authorize the Commissioner of Transportation and Works and the City Clerk to execute and affix the Corporate Seal to the Warning Clause Agreement between Polmat Group Inc. and The Corporation of the City of Mississauga to the satisfaction of the City Solicitor as outlined in the Corporate Report dated December 12, 2013 from the Commissioner of the Transportation and Works Department.

3. Contract Upset Limit Increase – The Supply and Delivery of LED Street Light Luminaires Procurement FA.49.441-12

Corporate Report dated December 16, 2013 from the Commissioner of Transportation and Works with respect to a Contract Upset Limit Increase for the supply and delivery of LED Street Light Luminaires.

RECOMMENDATION

1. That the Purchasing Agent be authorized to increase the existing Contract Purchase Order No. 4600014318 with Conxcorp Ltd. for the Supply and Delivery of LED Street Light Luminaires by an additional amount of \$1,925,515.00 (excluding tax) for advanced LED luminaires, as outlined in the Corporate Report dated December 16, 2013 from the Commissioner of Transportation and Works.
2. That the Purchasing Agent be authorized to increase the existing Contract Purchase Order No. 4600014318 with Conxcorp Ltd. for the Supply and Delivery of LED Street Light Luminaires by an additional amount of \$1,373,096.00 (excluding taxes) for decorative LED luminaires, as outlined in the Corporate Report dated December 16, 2013 from the Commissioner of Transportation and Works.

4. Future Directions Fire and Emergency Services Master Plan Funding

Corporate Report dated December 19, 2013 from the Commissioner of Community Services with respect to the Future Directions Fire and Emergency Services Master Plan Funding.

RECOMMENDATION

1. That additional funds of \$32,000 to be allocated from the Development Charges Reserve Fund Fire (Account 31320) into Fire Master Plan (PN # 14-251) as outlined in the report dated December 19, 2013 from the Commissioner of Community Services, be approved.
2. That all necessary by-laws be enacted.

5. Bottled Water in City Facilities

Corporate Report dated December 12, 2013 from the Commissioner of Community Services with respect to bottled water in City facilities.

RECOMMENDATION

1. That the City of Mississauga continue with its existing practices to increase access to tap water in City facilities and at events on City property; support the Region of Peel's tap water promotion campaign; participate in the Blue W Program; and encourage staff to use reusable beverage containers.
2. That the City of Mississauga not pursue a ban on single-use bottled water in City facilities at this time.

6. Gasoline Pump Warning Labels

Corporate Report dated December 13, 2013 from the Commissioner of Community Services with respect to gasoline pump warning labels.

RECOMMENDATION

That the City of Mississauga not pass a by-law that requires gasoline retailers to place climate change warning labels on the handles of gasoline pump nozzles.

7. Application to Host the 2017/2018 Creative Cities Network of Canada National Summit

Corporate Report dated December 12, 2013 from the Commissioner of Community Services with respect to an application to host the 2017/2018 Creative Cities Network of Canada National Summit.

RECOMMENDATION

That the Corporate Report dated December 12, 2013 from the Commissioner of Community Services entitled "Application to Host the 2017/2018 Creative Cities Network of Canada Summit" be received for information.

8. Cost Sharing for Bridge Replacement on Park 505 (Former Harris Farm) – 6454 Creditview Road, East of Creditview Road and South of Hwy. 401 (Ward 11)

Corporate Report dated December 16, 2013 from the Commissioner of Community Services with respect to cost sharing for the bridge replacement on Park 505 at 6454 Creditview Road.

RECOMMENDATION

1. That the Commissioner of Community Services and the City Clerk on behalf of the Corporation of the City of Mississauga be authorized to enter into a cost sharing agreement with the Region of Peel for construction of a replacement bridge to access Park 505, in a form satisfactory to Legal Services as outlined in the Corporate Report dated December 16, 2013 from the Commissioner of Community Services.
2. That the City of Mississauga contribute \$400,000 to the Region of Peel for partial funding of the construction cost for the replacement bridge to access Park 505 by allocating funding of \$215,000, (\$160,000 from PN 09-335; \$55,000 from PN 10-315) and \$185,000 as approved in 2014 Budget.
3. That all necessary by-laws be enacted.

9. Licensing of TXM Tax Manager (Property Tax Software) To City of Pickering –
Procurement of Consulting Services from DesTech Consulting Services Inc.
FA49.0634-13

Corporate Report dated December 19, 2013 from the Commissioner of Corporate Services and Chief Financial Officer with respect to the licensing of TXM Tax Manager Software to the City of Pickering and procurement of consulting services from DesTech Consulting Inc.

RECOMMENDATION

1. That the report of the Commissioner of Corporate Services and Chief Financial Officer dated December 19, 2013 and entitled Licensing of TXM Tax Manager (Property Tax Software) to City of Pickering and Procurement of Consulting Services from DesTech Consulting Services Inc. be received for information.
2. That the Commissioner of Corporate Services and Chief Financial Officer be authorized to execute the necessary contracts with the City of Pickering to license, implement and support the TXM Property Tax software, in a form satisfactory to the City Solicitor.
3. That the Purchasing Agent be authorized to execute the necessary contracts and agreements with DesTech Consulting Services Inc. to procure consulting services related to the implementation of TXM software in Pickering, in the amount of \$169,520, excluding HST, to be funded by the City of Pickering, in a form satisfactory to the City Solicitor.
4. That the Purchasing Agent be authorized to execute the necessary contracts with DesTech Consulting Services Inc. for specialized programming, software and architecture design and testing assistance for the City's 2014/2015 TXM software improvement program which includes collections, e-billing, payments and assessment modules, not to exceed \$320,000, excluding HST for the period January 1, 2014 to December 31, 2015, in a form satisfactory to the City Solicitor.
5. That the Commissioner of Corporate Services and Chief Financial Officer be delegated authority to respond to bid requests from other Ontario municipalities for proposals to license, implement and support a property tax system with a TXM based solution.

10. To Authorize the Closure of and Declare Surplus the Public Lane Adjacent to 7160 to 7174 Airport Road (Ward 5)

Corporate Report dated December 9, 2013 from the Commissioner of Corporate Services and Chief Financial Officer with respect to the closure of and declare surplus the public lane adjacent to 7160 to 7174 Airport Road.

RECOMMENDATION

1. That a by-law be enacted authorizing the closure of a public lane dedicated through the registration of registered plan Tor-4 on October 5, 1855, located at the west of Airport Road, north of Scarboro Street, legally described as Part of 12 Foot Lane Abutting Lot 396, 397, 398 and 399, Registered Plan TOR-4, more specifically described as Parts 1 and 2 on Reference Plan 43R-35579, in City of Mississauga, Regional Municipality of Peel, having an area of approximately 165.46 square metres (1981 square feet), in Ward 5.
2. That the lands legally described as Part of 12 Foot Lane Abutting Lot 396, 397, 398 and 399, Registered Plan TOR-4, more specifically described as Parts 1 and 2 on Reference Plan 43R-35579, being comprised of approximately 165.46 square metres (1981 square feet), be declared surplus to the City's requirements for the purpose of a proposed sale to the owner of adjacent property, municipally known as 7160 to 7174 Airport Road
3. That all steps necessary to comply with the requirements of Section 2.(1) of City Notice By-law 215-08 be taken, including giving notice to the public by posting a notice on the City of Mississauga's website at least three weeks prior to the execution of an agreement for the sale of the subject lands.
4. That following Council's approval to close the public lane and declare same as surplus, easements be granted to protect the existing services and utilities within Parts 1 and 2 on Reference Plan 43R-34303.

11. Delegation of Regional Tax Ratio Setting Authority for 2014

Corporate Report dated December 2, 2013 from the Commissioner of Corporate Services and Chief Financial Officer with respect to the Delegation of Regional Tax Ratio Setting Authority for 2014.

RECOMMENDATION

1. That Council consent to the enactment of a Regional by-law delegating tax ratio setting from the Region of Peel to Mississauga, Brampton and Caledon, in accordance with section 310 of The Municipal Act, 2001, S.O. 2001, c. 25 for the 2014 property tax year.
 2. That Council consent to the apportionment methodology in place in the 2013 taxation year updated for 2014 assessments.
12. Single Source Contract Award for “City Standard” Ice Resurfacing Machines

Corporate Report dated December 9, 2013 from the Commissioner of Community Services with respect to a single source contract award for “City Standard” Ice Resurfacing Machines.

RECOMMENDATION

1. That Zamboni Ice Resurfacing Machines be maintained as the City standard for ice resurfacing equipment and service for a term of five (5) years ending December 31, 2018.
2. That Zamboni Ice Resurfacing Machines be approved as a single source vendor for the supply and delivery of ice resurfacing machines in the City.
3. That the Purchasing Agent be authorized to execute the appropriate forms of commitment to Zamboni Ice Resurfacing Machines, Brantford, Ontario, as required, and for which funding is approved for the period 2014 through 2018.

ADVISORY COMMITTEE REPORTS

Towing Industry Advisory Committee – Report 3-2013 – December 16, 2013
(Recommendation TIAC-0008-2013 to TIAC-0012-2013)

COUNCILLORS’ ENQUIRIESOTHER BUSINESS/ANNOUNCEMENTS

CLOSED SESSION

(Pursuant to Subsection 239 (2) of the Municipal Act, 2001)

- A. The security of the property of the municipality or local board – Ground Lease Agreement and Funding Program Sheridan College Institute of Technology & Advanced Learning Sheridan Hazel McCallion Campus Phase II (Ward 4)

ADJOURNMENT



Corporate Report

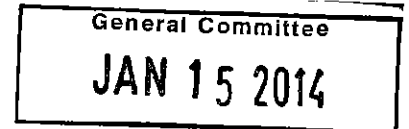
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1.

DATE: December 13, 2013

TO: Chair and Members of General Committee
Meeting Date: January 15, 2014



FROM: Gary Kent,
Commissioner of Corporate Services and Chief Financial Officer

SUBJECT: Corporate Policy and Procedure – City of Mississauga Health and Safety Management System (HSMS) - Occupational Health and Safety

- RECOMMENDATION:**
1. That the proposed Corporate Policy and Procedure - City of Mississauga Health and Safety Management System (HSMS) - Occupational Health and Safety, attached as Appendix 1 to the report dated December 13, 2013 from the Commissioner of Corporate Services and Chief Financial Officer, be approved.
 2. That rescinding of Corporate Policy and Procedure – Occupational Health and Safety 01-07-05, attached as Appendix 2, be approved.
 3. That the new Health and Safety Policy Statement, attached as Appendix 3, be approved.

BACKGROUND: Following the centralization of Health and Safety, the City conducted its first comprehensive Corporate Health and Safety Audit with the recommendations approved by the Leadership Team in October of 2012. The Leadership Team approved the audit's recommendation to implement a Health and Safety Management System as the organizational structure to manage health and safety at the City.

The purpose of this policy is to outline the Health and Safety Management System (HSMS) for the City of Mississauga.

The Health and Safety Management System:

- ensures that health and safety is managed in order to prevent employee work-related injury or illness;
- ensures compliance with Ontario health and safety legislation and City by-laws;
- implements best practices in the field of health and safety;
- provides for continuous improvement for all procedures and protocols;
- outlines the roles and responsibilities of all City of Mississauga employees; and
- supports the Health and Safety Policy Statement.

The HSMS is based on the CSA Z1000-00-06 Occupational Health and Safety Management System Standard, which is recognised as the National Standard for the specific requirements of an Occupational Health and Safety Management System (OHSMS). This new policy replaces the existing Corporate Policy and Procedure – Occupational Health and Safety 01-07-05.

COMMENTS:

The proposed Corporate Policy and Procedure - City of Mississauga Health and Safety Management System (HSMS) - Occupational Health and Safety, establishes a corporate-wide standard and procedure that assigns the key responsibilities for the HSMS to all levels of employees within the Corporation. Where applicable, these standards should be incorporated into the Performance Management Program for all levels of employees.

The new Health and Safety Policy Statement illustrates the commitment and support of the City's Leadership Team, which is the critical ingredient to the success of the HSMS. The statement will be maintained and posted in accordance with the *Occupational Health and Safety Act*. The Co-Chairs from the twelve (12) Joint Health and Safety Committees will be invited to attend the official signing of the Health and Safety Policy Statement by the City Manager.

The expectation is that the Leadership Team and all management staff will carry out their roles as stated in the City's health and safety policy statement and as assigned by the HSMS.

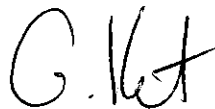
As the five "System Drivers" and fifteen "Required Elements" that make up the Health and Safety Management System are created, they will be reviewed on a quarterly basis by an external agency, Workplace Safety and Prevention Services, in order to ensure accuracy of content and to provide validation.

FINANCIAL IMPACT: The validation process will consist of four quarterly meetings in 2014 with Workplace Safety and Prevention Services at a cost of \$800 per meeting, for a total cost of \$3,200.

CONCLUSION: The new City of Mississauga Health and Safety Management System (HSMS) - Occupational Health and Safety, will provide a consistent approach to the maintenance and management of health and safety on a Corporate wide basis.

ATTACHMENTS:

- Appendix 1: Proposed Corporate Policy and Procedure – City of Mississauga Health and Safety Management System (HSMS) - Occupational Health and Safety
- Appendix 2: Corporate Policy and Procedure – Occupational Health and Safety, 01-07-05
- Appendix 3: Corporate Health and Safety Policy Statement



Gary Kent,
Commissioner of Corporate Services and Chief Financial Officer

Prepared By: Dan Ferguson, Manager, Health and Safety

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TAB: HUMAN RESOURCES

SECTION: HEALTH AND SAFETY

SUBJECT: CITY OF MISSISSAUGA HEALTH AND SAFETY
MANAGEMENT SYSTEM (HSMS) – OCCUPATIONAL
HEALTH AND SAFETY

POLICY STATEMENT

The City of Mississauga is committed to the provision of a safe and healthy work environment for its employees through the implementation, maintenance and continuous improvement of its Health and Safety Management System.

PURPOSE

The purpose of this policy is to outline the Health and Safety Management System (HSMS) for the City of Mississauga. The HSMS will ensure:

- that health and safety is managed in order to prevent employee work-related injury or illness;
- compliance with Ontario health and safety legislation and City by-laws;
- best practices in the field of health and safety; and
- continuous improvement.

The HSMS is based on the CSA Z1000-06 Occupational Health and Safety Management System Standard.

SCOPE

This policy applies to all employees, elected officials, citizen members of committees and volunteers acting on behalf of the City of Mississauga.

LEGISLATIVE REQUIREMENTS

This policy has been developed in accordance with the following legislation:

- Ontario *Occupational Health and Safety Act* (OHSA) and

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the regulations passed thereunder

- Ontario Regulations for Industrial Establishments
- Ontario Regulations for Construction Projects
- Ontario Regulation – Critical Injury – Defined
- Ontario Regulation – Control of Exposure to Biological or Chemical Agents
- Ontario Regulation – Workplace Hazardous Material Information System (WHMIS)
- Ontario Regulation – Confined Spaces
- Ontario Regulation – Asbestos on Construction Projects and in Building and Repair Operations
- Ontario Regulation – Designated Substances
- *Workplace Safety and Insurance Act (WSIA)*
- Ontario Fire Code
- Ontario Building Code
- WSIA First Aid Regulation 1101
- *The Accessibility for Ontarians with Disabilities Act, 2005*

ACCOUNTABILITY

Human Resources Division –
Healthy Workplace Section

The Corporate Services Department, through its Human Resources Division, Healthy Workplace Unit, is responsible for the coordination and administration of the Health and Safety Management System, including maintenance of all HSMS documented standards and procedures and annual review of this policy.

Management Staff

All departmental commissioners, directors, managers and supervisors are accountable for carrying out their role as assigned by the HSMS standards and procedures.

Non-Management Employees

All non-management staff are accountable for carrying out their roles as assigned by the HSMS standards and procedures.

Joint Health and Safety
Committees

The Joint Health and Safety Committees are established to represent employees and must adhere to their responsibilities

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under the *Occupational Health and Safety Act*.

HEALTH AND SAFETY MANAGEMENT SYSTEM

The Corporation has adopted and implemented a HSMS model that consists of three components:

- Management System Drivers
- Required Elements
- Risk Based Standards and Procedures

MANAGEMENT SYSTEM DRIVERS

The HSMS Drivers ("Drivers") of the management system support the following activities:

- management commitment;
- safety culture;
- risk management;
- accountability;
- setting objectives;
- communication and training; and
- measurement and auditing.

All of these activities provide the key to due diligence and continuous improvement. There are five Drivers (DR):

1. Leadership Health and Safety Policy Statement
2. Health and Safety Responsibilities and Accountability
3. Hazard Identification and Control Measures
4. Training and Communication
5. Audit/Management Review for Continuous Improvement

DR1 – Leadership Health and
Safety Policy Statement

DR1 is the commitment and support of the Leadership Team through the development of a corporate health and safety program and policy statement, which are the critical ingredients to the success of the HSMS. The statement is maintained and posted in the workplace in accordance with the OHSA. The

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expectation is that the Leadership Team and all management staff will carry out their support role as reflected in the City's health and safety policy statement and as assigned by the HSMS.

DR2 - Health and Safety Responsibilities and Accountability

DR2 is the corporate-wide standard and procedure that assigns the key responsibilities for the HSMS to all levels of employees within the Corporation. Where applicable, these standards should be incorporated into the performance measures for all levels of employees within the Corporation.

DR3 - Hazard Identification and Control Measures

DR3 is the standard and procedure for hazard identification assessment and the methodology for the control of hazards.

DR4 - Health and Safety Training and Communication

DR4 is the standard and procedure to ensure that health and safety training is carried out for all employees in accordance with legislated requirements, and communicated and documented as required.

DR5 - HSMS Audit/ Management Review for Continuous Improvement

DR5 is the standard and procedure for the internal and external auditing of the HSMS in order to identify opportunities for continuous improvement.

HSMS REQUIRED ELEMENTS

The Required Elements portion of the HSMS are required by health and safety legislation and are regarded as the basic minimum standard of any industry HSMS.

There are 15 Required Elements (RE):

1. Management and Employee Health and Safety Orientation
2. Purchasing and Change Management
3. Fire Safety Plans and Emergency Response
4. Contractor Safety Management
5. Accident/Incident Investigation and Reporting

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6. Workplace Inspection Program
7. Personal Protective Equipment
8. Workplace Hazardous Materials Information System
9. Work Refusal
10. First Aid Program
11. Preventative Maintenance
12. Ergonomics/ Manual Material Handling
13. Visitor Safety & Security
14. Workplace Violence and Respectful Workplace
15. WSIB Compensation Claims Management

RE1 Management and Employee Health and Safety Orientation

RE1 is the corporate standard and procedure that ensures all management and non-management employees of the Corporation receive a generic and job specific health and safety orientation upon hire, transfer or return from an extended absence.

RE2 Purchasing and Change Management

RE2 is the corporate standard and procedure that details the requirement to carry out a health and safety impact review for certain types of purchases and change orders in order to proactively identify existing or potential hazards.

RE3 - Fire Safety Plans and Emergency Response

RE3 is the corporate standard and procedure that ensures compliance with Fire Safety Plans and Emergency Response as per the requirements of the Ontario Fire Code.

RE4 - Contractor Safety Management

RE4 is the corporate standard and procedure that addresses the health, safety and liability related to the hiring of contractors.

RE5 - Accident/Incident Investigation and Reporting

RE5 is the corporate standard and procedure for the investigation and reporting (internal and external) of employee related accidents and incidents (near misses), in order to prevent a reoccurrence

RE6 - Workplace Inspection

RE6 is the corporate standard and procedure that establishes a

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Program	framework for the development of health and safety inspections required by legislation, manufacturers of specific equipment or tools, and standards such as CSA or best practices.
RE7 - Personal Protective Equipment	RE7 is the corporate standard and procedure, developed in conjunction with (DR3) Hazard Identification and Control Measures, for the requirement of personal protective equipment (PPE) that will include the provisions for use, care and maintenance of PPE identified as required.
RE8 - Workplace Hazardous Materials Information System (WHMIS)	RE8 is the corporate standard and procedure for the WHMIS Program, ensuring compliance with the applicable WHMIS or controlled products Regulations.
RE9 - Work Refusal	RE9 is the corporate standard and procedure that outlines the process to be followed in the event of a work refusal related to health and safety that ensures corporate compliance with the requirements of the OHSA.
RE10 - First Aid Program	RE10 is the corporate standard and procedure that ensures first aid is managed in accordance with the WSIA First Aid Regulation 1101.
RE11 - Preventative Maintenance	RE11 is the corporate standard and procedure that ensures all departments establish a preventative maintenance program to maintain the safe operating condition of tools, machinery and equipment (motorized and non-motorized).
RE12 – Ergonomics/Manual Material Handling	RE12 is the corporate standard and procedure for identification and prevention of ergonomic hazards, including manual material handling.
RE13 - Visitor Safety & Security	RE13 is the corporate standard and procedure for visitor safety and security at all City facilities.

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RE14- Workplace Violence
and Respectful Workplace

RE14 is the corporate standard and procedure that ensures compliance with the OHSA provisions related to workplace violence and respectful workplace.

RE15 WSIB Compensation
Claims Management

RE15 is the corporate standard and procedure for compensation claims management, which ensures compliance with the *Workplace Safety and Insurance Act* requirements.

HSMS RISK BASED STANDARDS AND PROCEDURES

Each department/division/section is required to implement specific control measures for identified health and safety hazards (Risk Based Standards and Procedures) in order to lower the risk of employee injury/illness or property damage to the lowest practical level. (DR3 – Hazard Identification and Control Measures.)

REFERENCE:

LAST REVIEW DATE:

CONTACT:

For more information, including detailed health and safety standards and procedures, contact the Health and Safety Manager, Human Resources Division, Corporate Services Department.

Corporate Policy and Procedure



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TAB: HUMAN RESOURCES
SECTION: HEALTH AND SAFETY
SUBJECT: OCCUPATIONAL HEALTH AND SAFETY

POLICY STATEMENT The City of Mississauga is committed to the provision of a safe and healthful work environment for its employees, as well as the promotion of safe working habits through the Occupational Health and Safety Program.

PURPOSE The purpose of this policy is to identify the objectives of the Occupational Health and Safety Program, and the specific responsibilities of all levels of employees in working co-operatively to create and maintain a safe and healthful work environment.

LEGISLATIVE REQUIREMENTS This policy has been developed in accordance with the *Occupational Health and Safety Act* of Ontario, and the regulations passed thereunder, which are designed to protect employees against health and safety hazards in the workplace. All legislated changes impacting this policy will be reflected in City policy through updates, on an on-going basis. The policy will be reviewed annually in accordance with applicable legislation.

WHO IS COVERED The active involvement, co-operation and support of management and employees is required in all matters relating to occupational health and safety in the workplace. Therefore, all employees must comply with the provisions of this policy.

PROGRAM OBJECTIVES The objectives of the Occupational Health and Safety Program are to:

- provide a safe and healthful environment in which to work;
- promote safety awareness among all employees of the

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- reduce health and safety hazards, workplace accidents, lost time, and damage to equipment, property and the environment;
- ensure compliance with all relevant health and safety legislation; and
- define roles and responsibilities of employees within the Corporation.

JOINT HEALTH & SAFETY COMMITTEES

Under the *Occupational Health and Safety Act*, the Corporation is required to have joint management-employee health and safety committees. Joint committees are established to represent employees, deal with health and safety issues in the workplace and make recommendations for the resolution of such issues.

List of Joint Health and Safety Committees

A list of the Corporation's joint health and safety committees is provided below. The Corporate Safety Co-ordinator will co-ordinate the establishment of any new occupational health and safety committees in conjunction with the operating department.

1. Civic Centre
2. Community Centres
3. Crossing Guards
4. Fire and Emergency Services
5. Library
6. Parks
7. Planning and Building
8. Recreation
9. Transportation & Works - Mavis Road
10. Transportation & Works - Central Parkway
11. Transportation & Works - Malton
12. Transportation & Works - Semenyk Court
13. Corporate Services (Animal Control, Parking Control, Facilities Maintenance and Central Stores)

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Committee Structure and Membership

Each committee is composed of two co-chairpersons, and not less than four employees with at least 50 per cent representing employees who do not perform management functions. It is recommended that, where possible, members of Joint Health and Safety Committees have staggered terms of office, with a minimum two-year duration.

There will be two members on each committee (one representing management and one representing employees) who have received training in certain responsibilities through the Certification Program, as required by the *Occupational Health and Safety Act*.

Committee Meetings

Each committee shall meet at least four times a year, at intervals of not more than three months and not less than one month, at the discretion of the joint chairpersons. Committee meetings take place during regular working hours when possible. Employees who are required to attend a Joint Health and Safety Committee meeting outside their regular working hours will be compensated at an overtime rate for attending the meetings.

Minutes of Committee Meetings

The proceedings of all meetings are to be documented and signed by the joint chairpersons as the minutes of the meeting. Each committee must maintain and keep minutes, and make them available on request to all interested parties, including the Ministry of Labour. Such minutes must be posted in the workplace.

Union Groups

For each union group, a Joint Health and Safety Committee Agreement is established which defines the composition and operation of the committee.

Responsibilities of Joint Health and Safety Committees

Joint health and safety committees are responsible for:

- setting an example for appropriate behaviour, work habits and practices in relation to health and safety;
- identifying and reporting situations that may be a source of

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danger or hazard to employees;

- assisting management in establishing realistic health and safety programs and safe working procedures;
- making recommendations for corrective action or changes in procedures to ensure compliance with all safety legislation;
- communicating minutes, and health and safety concerns to department heads and management.
- assisting in the investigation of complaints of hazardous conditions or unsafe working practices, and attending the investigation of all employee work refusals and critical injuries;
- reviewing unsafe condition reports and statistics pertaining to personal injury/property damage reports;
- conducting regular workplace inspections; and
- ensuring that the names of all joint occupational health and safety committee members are posted in the workplace.

HUMAN RESOURCES DIVISION

The Human Resources Division, through the Corporate Co-ordinator of Safety and the departmental safety co-ordinators, is responsible for the administration of the Occupational Health and Safety Program.

Corporate Co-ordinator of Safety

The responsibilities of the Corporate Co-ordinator of Safety include:

- reviewing Corporate policy and programs related to health and safety on an annual basis, in conjunction with the departmental safety co-ordinators;
- monitoring related legislation and liaising with departmental safety co-ordinators to revise/develop health and safety policy as required;
- participating as a resource for departmental health and safety committees and safety co-ordinators by providing information and advice in the area of health and safety;
- developing and conducting safety training programs throughout the Corporation;

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- assisting departments in developing and conducting specialized training programs and safe working procedures;
- maintaining Corporate statistics on personal injury, property damage and loss records;
- reviewing all safety committee minutes and statistics, determining causes and recommending corrective action;
- promoting incident prevention policies and activities in conjunction with the departmental safety co-ordinators;
- conducting health and safety audits and submitting reports to departments, employee groups and occupational health and safety committees;
- distributing Corporate safety statistical reports;
- liaising with departmental safety co-ordinators and the Ministry of Labour where necessary concerning health and safety matters, including reporting any critical injuries or death in the workplace.

Departmental Safety Co-ordinator

The responsibilities of the departmental safety co-ordinator include:

- reviewing departmental safety policy and programs on an annual basis to ensure compliance with Corporate policy and programs;
- liaising with Corporate and other departmental safety co-ordinators to develop/revise both departmental and Corporate safety policies and programs as necessary;
- acting as a resource to department health and safety committees by providing information and advice in the area of health and safety;
- developing and conducting specialized health and safety training programs for the department as necessary;
- maintaining departmental statistics on personal injury, property damage and loss records;
- reviewing all departmental safety committee minutes and statistics, determining problems, and recommending

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corrective action;

- assisting operating staff as necessary in the resolution of departmental health and safety concerns and problems;
- promoting incident prevention policies and activities within the department;
- conducting department health and safety audits and submitting reports to management, employee groups, and/or the appropriate health and safety committee(s);
- distributing departmental safety statistical reports; and
- liaising with the Corporate Safety Co-ordinator and the Ministry of Labour where necessary concerning health and safety matters, including reporting any critical injuries or death in the workplace.

ROLE OF EMPLOYEES

The responsibilities of employees include:

- becoming familiar with all aspects of the Corporate Occupational Health and Safety Program;
- understanding and complying with all Corporate, departmental and legislated health and safety regulations or safety procedures, as applicable;
- reporting defective equipment, health and safety hazards, and incidents or infractions of legislation or regulations within their knowledge to their immediate supervisor, as soon as possible;
- working in a manner that will not endanger themselves, their fellow employees or the public;
- using, wearing, and maintaining protective clothing or safety equipment as identified by the requirements of the job so as to meet or exceed any existing regulations; and
- actively participating in the Corporate Occupational Health and Safety Program by submitting recommendations to the department's joint health and safety committee.

SUPERVISORY PERSONNEL

Supervisory personnel, which includes directors, managers and supervisors, or any person acting in a supervisory capacity, are

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responsible for the health and safety of employees under their direction. Responsibilities of supervisory personnel include:

- being competent, as defined by the *Occupational Health and Safety Act* of Ontario, and familiar with all aspects of the health and safety program and departmental safe working and emergency procedures;
- encouraging employees to report all hazardous conditions and holding regular meetings with their employees to review accidents or incidents, working procedures, safety training requirements and policy;
- ensuring adequate training and education of all employees in proper safe working procedures and awareness of workplace hazards on an on-going basis;
- ensuring compliance with safe working procedures, Corporate health and safety policies, and legislation;
- ensuring that all incidents and accidents are investigated promptly, all reports completed, and appropriate corrective action taken;
- immediately reporting serious injuries to the departmental Safety Co-ordinator;
- conducting inspections of the work place and correcting any health or safety hazards, or unsafe acts;
- ensuring that employees work in a manner which does not endanger themselves, their fellow employees or the public, and ensuring that appropriate disciplinary action is taken when required;
- ensuring that work refusals are handled in accordance with the *Occupational Health and Safety Act* and Corporate policy;
- ensuring that all equipment and protective devices are properly maintained and used as required;
- responding promptly to concerns and suggestions regarding safety; and
- ensuring that a current copy of the *Occupational Health and Safety Act* is posted in the workplace.

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ROLE OF DEPARTMENT HEADS

Department heads are ultimately responsible for the administration and direction of the health and safety program within their departments. Department heads will provide leadership in safety activities, give due consideration to recommendations, and comply with safety policies. The department head is responsible for:

- ensuring that all employees are aware of this policy, and are provided with appropriate comprehensive health and safety training;
- ensuring compliance with the City's health and safety policies and related legislation, and ensuring that any safety incentive programs that are in place are appropriate and properly administered;
- ensuring that appropriate procedures are in place so that they may be made aware of all hazardous conditions or situations in the workplace;
- reviewing incident and accident reports, joint health and safety committee minutes and related statistics;
- conferring with employees and health and safety committee representatives concerning both the causes and the recommended solutions for incidents and accidents;
- ensuring that recommendations to the joint health and safety committee are responded to, in writing, within 21 days;
- ensuring that no unsafe act or condition is allowed to exist whereby any employee may be injured, or damage is caused to property or the environment; and
- ensuring that employees are made aware of all hazardous conditions or situations in the workplace.

REFERENCE:

GC-553-94 - 1994 09 28

LAST REVIEW DATE:

Revised - 1997 06 10 (Housekeeping)

CONTACT:

April, 2007

For more information, contact your departmental safety co-ordinator.

healthy & safe workplace

The City of Mississauga is committed to a safe and productive workplace for our employees. Our focus on health and safety is an important part of the way we conduct business and an integral piece to our success. Everyone's first concern is the health and safety of employees, contractors, customers and visitors. Our actions provide a leadership example for the community in which we operate.

Employees at all levels within our organization have distinct roles and responsibilities regarding health and safety. However, safety and the protection of our environment is everyone's responsibility. Through joint efforts, we promote ownership of health and safety by all of our employees. We are committed to the ongoing identification of health and safety hazards, assessing the related risks and establishing appropriate control measures.

We support a work safe attitude through the establishment of a Health and Safety Management System which includes: Risk Management, Joint Health and Safety Committee, Health and Safety Training Programs, Safety Standards and Procedures, and Incident/Accident Reviews. We are committed to adhering to health and safety legislation, ensuring that our employees are informed of and carry out their health and safety responsibilities. We will implement programs and hazard control measures that protect our employees and ensure safety excellence through continuous improvement management processes and initiatives.

Janice M. Baker FCPA, FCA
City Manager and Chief Administrative Officer

Employer Commitment

The Leadership Team is committed to promoting a healthy and safe work environment which protects all employees from workplace injury or illness.

Management Commitment

It is the responsibility of each of our people leaders to maintain a healthy and safe work environment for our employees. As well, the management staff will take all reasonable precautions to protect employees from workplace injury or illness, maintain safe working conditions, and ensure they are trained and follow safe work practices.

Employee Commitment

It is the responsibility of each employee to be aware of and to respect the law, follow work instructions and workplace health and safety procedures, use all required safeguards and personal protective equipment, participate fully in training, do not engage in unsafe acts and inform management of any unsafe situations.

Together, we build a healthy and safe workplace.



Corporate Report

Clerk's Files

Originator's
Files

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SP 13/077

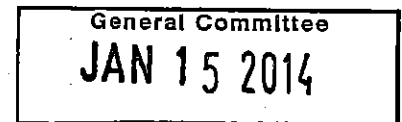
2.

DATE: December 12, 2013

TO: Chair and Members of General Committee
Meeting Date: January 15, 2014

FROM: Martin Powell, P. Eng.
Commissioner of Transportation and Works

SUBJECT: **Warning Clause Agreement Between the
City of Mississauga and Polmat Group Inc.
Site Plan Application SP-13/077 (Ward 2)**



RECOMMENDATION: That a by-law be enacted to authorize the Commissioner of Transportation and Works and the City Clerk to execute and affix the Corporate Seal to the Warning Clause Agreement between Polmat Group Inc. and The Corporation of the City of Mississauga to the satisfaction of the City Solicitor as outlined in the Corporate Report dated December 12, 2013 from the Commissioner of the Transportation and Works Department.

BACKGROUND: Polmat Group Inc. is the owner of a parcel of land located at 1141 Woodeden Drive, Mississauga, Ontario, L5H 2T7, described as PIN 13449-0213 Part of Lot 21, Plan 392 designated as Part 1 on Reference Plan 43R-6776, in the City of Mississauga (the 'Development Lands'). Polmat Group Inc. has submitted a Site Plan Application to construct a two storey dwelling on the above-noted Development Lands.

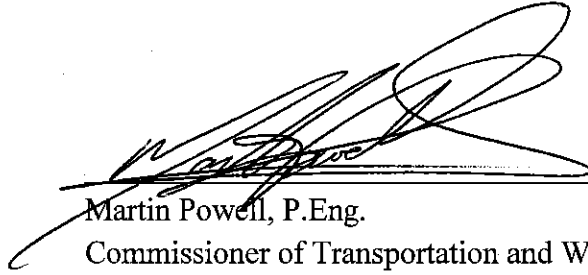
COMMENTS: The proposed development is located within the floodplain for Tecumseh Creek; therefore an agreement will be required to advise the owners of the Development Lands of the potential for flooding from Tecumseh Creek, and to save the City harmless from any acts, actions, damages or costs which may arise in the future as a

result of the approval of the application and location of the Development Lands within the floodplain. This agreement will be registered on title.

FINANCIAL IMPACT: Not applicable.

CONCLUSION: The Warning Clause Agreement between The Corporation of the City of Mississauga and Polmat Group Inc. will advise the owners of the potential for flooding from Tecumseh Creek, and will save the City harmless. The Warning Clause Agreement has been approved by Legal Services.

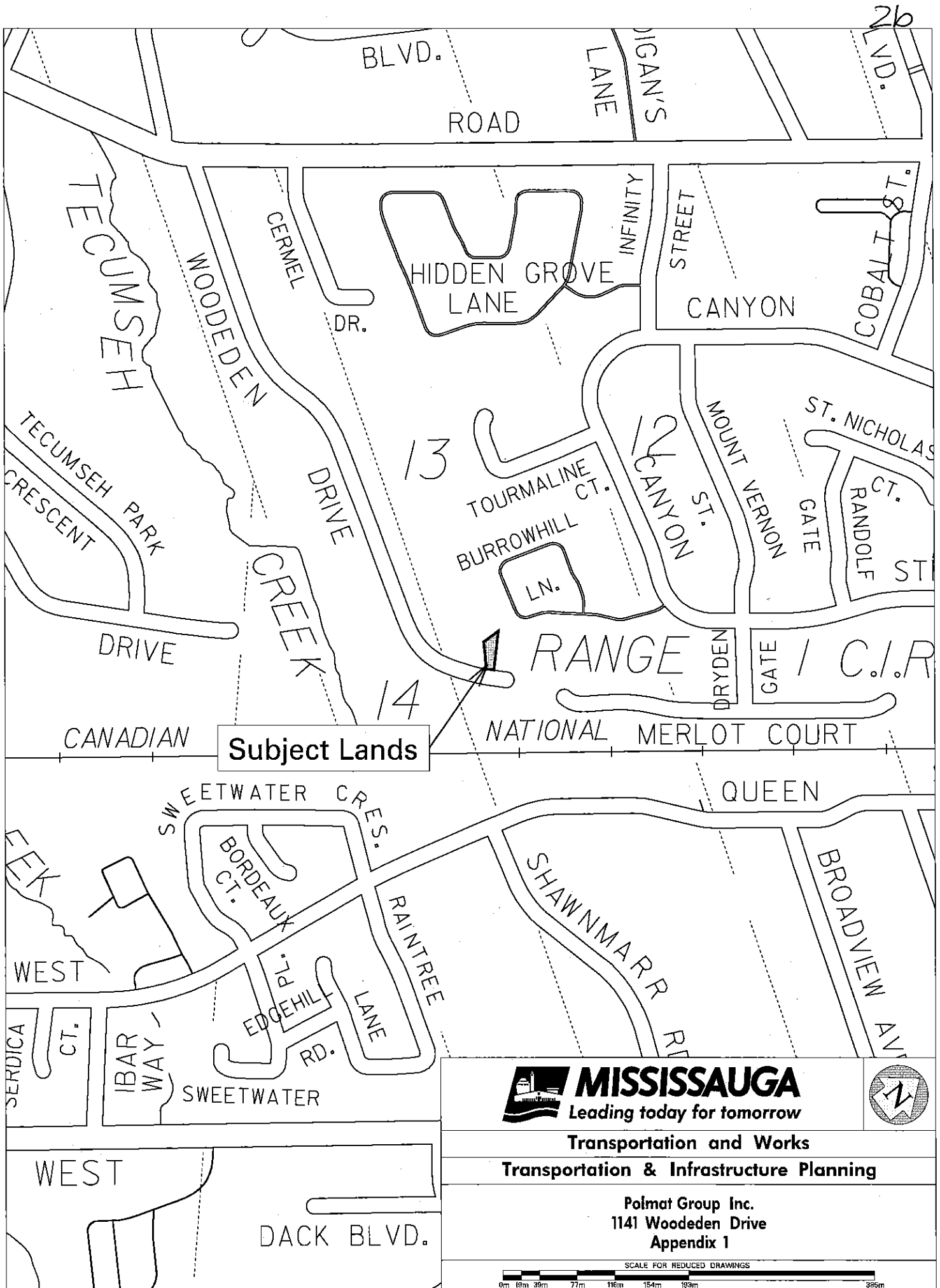
ATTACHMENTS: Appendix 1 – Site Location Map – 1141 Woodeden Drive



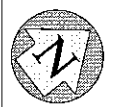
Martin Powell, P.Eng.

Commissioner of Transportation and Works

*Prepared By: Giancarlo Tedesco, A.Sc.T.
Development Engineering Technician
Development Engineering*

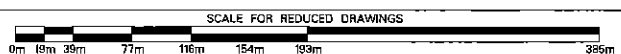


Subject Lands



Transportation and Works
Transportation & Infrastructure Planning

Polmat Group Inc.
1141 Woodeden Drive
Appendix 1





Corporate Report

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Originator's
Files

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3.

DATE: December 16, 2013

TO: Chair and Members of General Committee
Meeting Date: January 15, 2014

FROM: Martin Powell, P.Eng.
Commissioner, Transportation and Works

SUBJECT: **Contract Upset Limit Increase**
The Supply and Delivery of LED Street Light Luminaires
Procurement FA.49.441-12

General Committee

JAN 15 2014

- RECOMMENDATION:**
1. That the Purchasing Agent be authorized to increase the existing Contract Purchase Order No. 4600014318 with Conxcorp Ltd. for the Supply and Delivery of LED Street Light Luminaires by an additional amount of \$1,925,515.00 (excluding tax) for advanced LED luminaires, as outlined in the Corporate Report dated December 16, 2013 from the Commissioner of Transportation and Works.
 2. That the Purchasing Agent be authorized to increase the existing Contract Purchase Order No. 4600014318 with Conxcorp Ltd. for the Supply and Delivery of LED Street Light Luminaires by an additional amount of \$1,373,096.00 (excluding taxes) for decorative LED luminaires, as outlined in the Corporate Report dated December 16, 2013 from the Commissioner of Transportation and Works.

**REPORT
HIGHLIGHTS:**

- The City has an existing contract with Conxcorp Ltd. for the Supply and Delivery of LED Street Light Luminaires.

- With the advancement of LED technology, Conxcorp Ltd. has made product enhancements to its LED luminaires and has developed new decorative LED luminaires.
- City staff have satisfactorily reviewed and tested the advanced LED and decorative LED product luminaires, including the negotiation of pricing with Conxcorp Ltd.
- The advanced LED luminaires can be utilized for the remaining 13,200 high wattage LED luminaires that have not yet been installed within arterial and collector roadways, and can further reduce energy consumption and therefore increase project energy cost savings.
- The additional cost for the 13,200 advanced LED luminaires is \$1,929,515.00 (excluding tax). The additional 10-year operational cost saving is calculated at a conservative \$5.2 million, as a result of improved energy savings.
- Decorative LED luminaires are required to replace the existing 2,620 decorative High Pressure Sodium (HPS) lights throughout Mississauga at an additional cost of \$1,373,096.00 (excluding tax).
- Accordingly, the contract value with Conxcorp Ltd. will require an increase of approximately \$3.3 million in order to acquire the advanced LED luminaires and decorative LED luminaires.
- There is sufficient funding in the approved capital budget to accommodate the total requested increase of \$3.3 million to Conxcorp's contract.
- The combination of capital project cost increases and higher energy savings improves the overall project payback period from approximately 6 years to 4.5 years after project completion.
- Authorization is required for the Purchasing Agent to amend Conxcorp's contract to accommodate the price increase for the advanced LED luminaires and the decorative LED luminaires.

BACKGROUND:

Following a competitive procurement process for the Supply and Delivery of LED Street Light Luminaires, a contract was awarded to Conxcorp Ltd. for the period from September 1, 2012 to December 31, 2014 at an original contract value of \$12,227,300.00 (excluding taxes). The contract upset limit was subsequently increased in March

2013 by an additional \$45,080.00 (excluding tax) and again in April 2013 by an additional \$117,340.20 (excluding tax) for components that were not included in the original tender requirements. The current contract upset limit is \$12,389,720.20 (excluding tax).

In accordance with the contract provisions, the City may, at its sole discretion, request the Vendor to supply advanced LED products, subject to testing and evaluation by the City and to pricing that is satisfactory to the City.

With the rapid advancement in LED technology, Conxcorp Ltd. adapted this technology into their LED street light luminaires and submitted their product specifications and pricing for the advanced LED luminaires for City review and testing.

In addition, Conxcorp Ltd. developed a new decorative LED street light luminaire that is required to replace the existing High Pressure Sodium (HPS) decorative style lights used throughout Mississauga. The product pricing and specification for the new decorative LED luminaires have been submitted by Conxcorp Ltd. for City review and testing.

This report examines the LED street light product enhancements associated with the advancement of LED technology and with the development of decorative LED lighting.

COMMENTS:

The City is continuing with implementation of the LED Street Lighting Conversion Project involving a total of 49,300 LED luminaires.

Approximately 36,100 low wattage LED luminaires are expected to be installed in residential areas throughout Mississauga by the end of February 2014. These LED lights are more energy efficient and reliable than the previous HPS lights.

Advanced LED Luminaires:

The remaining 13,200 high wattage LED luminaires have not yet been installed within arterial and collector roadways. For these remaining

high wattage LED luminaires, the use of advanced LED technology can further reduce energy consumption and therefore increase projected energy cost savings.

Based on the specifications submitted by Conxcorp Ltd. for these advanced LED luminaires, City staff were able to satisfactorily review and confirm the illumination requirements, the reduction in energy consumption, and the product reliability. In addition, the pricing for the advanced LED luminaires was satisfactorily negotiated by the City through Materiel Management to be reasonable and within industry standards.

The additional cost for the advanced LED luminaires is \$1,925,515.00 (excluding tax) for the 13,200 LED luminaires that are to be installed on the arterial and collector roadways. This advanced technology will result in additional 10-year operational cost savings of \$5.2 million based on the tender methodology that used a conservative energy price projection of \$0.14/kWh.

Decorative LED Luminaires:

The City has 2,620 decorative HPS lights throughout Mississauga. At the time of tender for the supply and delivery of the LED street light luminaires, the required decorative LED luminaires were not available in the LED market. To proceed with the tender, the City accounted for the decorative LED luminaires as standard LED luminaires with the intention of replacing the standard LED luminaires with decorative LED luminaires when they became available. Conxcorp Ltd. has since designed and developed such decorative LED luminaires. These luminaires were satisfactorily reviewed by City staff and met the specification requirements. In addition, the price differential between the tendered LED luminaire and the decorative LED luminaire was satisfactorily negotiated by the City through Materiel Management and is considered reasonable and within industry standards.

The additional cost for the decorative LED luminaires is \$1,373,096.00 (excluding tax) for the 2,620 units.

Revised Contract Value:

Accordingly, this report requests that the Purchasing Agent be authorized to amend the existing contract with Conxcorp Ltd. by increasing the contract to a revised contract value as follows:

	<u>Amount (excl. tax)</u>
Current Contract Upset Limit:	\$12,389,720.20
Advanced LED Luminaire Contract Increase:	\$1,925,515.00
Decorative LED Luminaire Contract Increase:	<u>\$1,373,096.00</u>
Revised Contract Upset Limit:	\$15,688,331.20

Materiel Management has reviewed this report and confirms its acceptance of the recommendations contained herein pursuant to Purchasing By-law #374-2006, as amended.

FINANCIAL IMPACT: With the approval of the 2014-2016 Business Plan and 2014 Budget, the total project budget for the LED Street Lighting Conversion Project is \$28.5 million (gross), \$27.1 million (net). There is sufficient funding in the approved capital budget to accommodate the total requested increase of \$3.3 million to Conxcorp's contract.

The additional cost of the new technology LED replacements for the high wattage luminaires will be more than offset by the energy savings over the life of the fixtures. On a system wide basis, energy savings will improve by a further 10%, to 65% from the original estimate of 55%.

The combination of capital project cost increases and higher energy savings improves the overall project payback period from approximately 6 years to 4.5 years after project completion.

CONCLUSION:

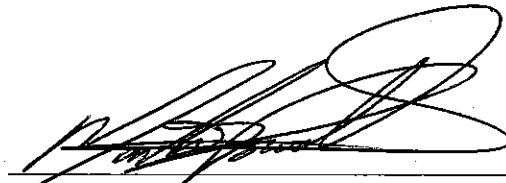
The LED streetlight conversion project has already shown predicted energy savings. The advanced LED technology will save the City an additional \$5.2 million over a 10-year operational cost cycle.

The decorative LED luminaires are required to replace the existing HPS decorative luminaires to retain the original aesthetic design of the

street lighting in some subdivisions.

There is sufficient funding in the approved capital budget to accommodate the total requested increase of \$3.3 million to Conxcorp's contract.

Authorization is required for the Purchasing Agent to amend Conxcorp's contract to accommodate the price increase for the advanced LED luminaires and the decorative LED luminaires.



Martin Powell, P.Eng.
Commissioner of Transportation and Works

Prepared By: Eric Menezes, Supervisor, Street Lighting



Corporate Report

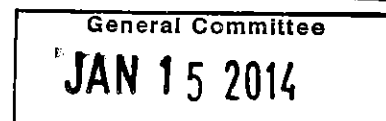
Clerk's Files

Originator's
Files

4.

DATE: December 19, 2013

TO: Chair and Members of General Committee
Meeting Date: January 15, 2014



FROM: Paul A. Mitcham, P. Eng., MBA
Commissioner of Community Services

SUBJECT: **Future Directions Fire and Emergency Services Master Plan
Funding**

RECOMMENDATION: 1. That additional funds of \$32,000 to be allocated from the Development Charges Reserve Fund Fire (Account 31320) into Fire Master Plan (PN # 14-251) as outlined in the report dated December 19, 2013 from the Commissioner of Community Services, be approved.

2. That all necessary By-laws be enacted.

**REPORT
HIGHLIGHTS:**

- The Future Directions Fire and Emergency Services Master Plan provides strategic short term and long term direction for Mississauga Fire and Emergency Services and informs the 10-year Capital Plan for the Development Charges By-law.
- The Development Charges By-law will be updated in 2014 and in order to meet this timeline, it is necessary for the Fire and Emergency Services Master Plan review to be completed within the June 2014 timeframe.
- The additional \$32,000 to complete the Fire and Emergency Services Master Plan review is needed in order to meet the timelines for Development Charges By-law update.

BACKGROUND:

The Mississauga Fire and Emergency Services (MFES) depend on the Future Directions MFES Master Plan to guide its direction in both the short term and the long term. The Master Plan is designed to be a living document that is updated approximately every five years to reflect changes within the social, cultural and demographic, environments of the City, and also to address future requirements based on these changes. This Master Plan review was last conducted in 2009 and is now scheduled for another review.

This Master Plan informs the Development Charges (DC) By-law and is also required to ensure that the MFES strategic objectives continue to align with the City's Strategic Plan and service delivery remains sustainable moving forward.

PRESENT STATUS:

The DC By-law is scheduled to be updated by June 2014 in accordance with the Development Charges Act as the current DC By-law expires November 11, 2014. A wholesome review of the adequacy of fire and emergency facilities and equipment in the face of current and future growth through the Master Plan is required to inform the Capital Plan for the next 10 years which will inform the new 2014 DC By-law.

The Future Directions MFES Master Plan is currently being reviewed simultaneously with the Future Directions Recreation, Library and Parks and Forestry Master Plans. As the 2009 MFES Master Plan was substantially completed by MFES staff, funds of \$38,000 were initially set aside to assist with completion. During this iteration of the Master Plan additional expertise in deployment strategy and response time and community risk modelling is required, along with a third party review and confirmation of the plan to ensure integration of the technical requirements into the recommendations of the plan.

To complete the Master Plan an additional amount of \$32,000 is required for a total of \$70,000.

In order to meet the June, 2014 Corporate DC By-law update timelines, it is necessary for the Master Plan review to be completed within this timeframe. The additional funds are required to allow the procurement process to proceed expeditiously.

STRATEGIC PLAN: The MFES Master Plan addresses the changing needs of a changing community demographic and is necessary in order to achieve the strategic pillars of “completing our neighbourhoods” and “ensuring youth, older adults and new immigrants thrive.” The Master Plan also ensures that the MFES strategic objectives continue to align with the City’s Strategic Plan.

FINANCIAL IMPACT: The review of the Future Directions MFES Master Plan will result in an additional impact of \$32,000 to be allocated from the Development Charges Reserve Fund for Fire.

CONCLUSION: The Future Directions MFES Master Plan will guide the long and short term planning and management of the Mississauga Fire and Emergency System. This Master Plan along with other City master plans will inform the next 10 year Capital Plan and the new DC By-law due in 2014.

The timely availability of funds to continue the MFES Master Plan this year will ensure adequate input necessary to inform the new DC By-law.



Paul A. Mitcham, P. Eng., MBA
Commissioner Community Services

Prepared By: Derek Boyce, Manager, Business Planning,



Corporate Report

Clerk's Files

Originator's
Files

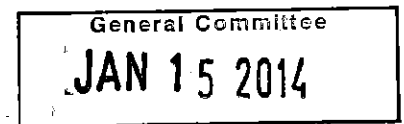
5.

DATE: December 12, 2013

TO: Chair and Members of General Committee
Meeting Date: January 15, 2014

FROM: Paul A. Mitcham, P.Eng., MBA
Commissioner of Community Services

SUBJECT: **Bottled Water in City Facilities**



- RECOMMENDATION:**
1. That the City of Mississauga continue with its existing practices to increase access to tap water in City facilities and at events on City property; support the Region of Peel's tap water promotion campaign; participate in the Blue W Program; and encourage staff to use reusable beverage containers.
 2. That the City of Mississauga not pursue a ban on single-use bottled water in City facilities at this time.

**REPORT
HIGHLIGHTS:**

- Mississauga Council received a deputation on July 3, 2013 regarding a municipal ban on the use of bottled water and referred the matter to the Environmental Advisory Committee.
- The City of Mississauga supports reduced use of single-use bottled water by: participating in the Blue W Program; increasing access to tap water in City facilities by installing water filling stations; and implementing as corporate practice, staff use of reusable containers for water.
- Municipalities implement a wide variety of approaches to reducing water bottle use.
- The City takes a balanced approach to reducing water bottle use.

- | |
|---|
| <ul style="list-style-type: none">• The Environmental Advisory Committee supports the above recommendation. |
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BACKGROUND:

On July 3, 2013, City of Mississauga Council received a deputation regarding a municipal ban on the use of single-use plastic bottled water. Council referred the matter to the Environmental Advisory Committee for further discussion.

The deputants, on behalf of the Council of Canadians, requested:

- “That Council ban the sale and endorse initiatives to minimize use of bottled water at all municipal administrative offices; and
- That the City of Mississauga follow through with an educational campaign to increase public awareness, and to promote the quality and accessibility of municipal tap water, as healthy and economical and as a sustainable consumer choice.”

The deputants outlined the benefits of banning the use and sale of bottled water at municipal administrative offices as follows:

- Decrease waste in the Region;
- Save taxpayer dollars;
- Decrease the City’s carbon footprint;
- Decrease consumption of non-renewable resources; and
- Promote Region of Peel tap water.

PRESENT STATUS:

The City of Mississauga supports reduced use of single-use bottled water by:

1. Participating in the Blue W Program - The Region of Peel has an extensive tap water initiative to increase residents’ confidence in its quality, knowledge of the benefits of choosing tap water, and increasing access to tap water. The Region of Peel tap water initiative includes the Blue W Program, which is a national, non-

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profit network of restaurants, businesses and municipal facilities willing to let visitors refill a reusable bottle with tap water for free. Participating locations are found by searching an online map and Blue W locations are marked with a window decal. City of Mississauga community centres, libraries and the Civic Centre are registered Blue W sites.

2. Providing water fountain/water filling stations at the Civic Centre (main floor), Central Library, seven community centres and arenas and six pools. The water filling stations contain a drinking fountain, a tap to fill reusable containers and a counter. As water fountain replacements are required through lifecycle replacement or as capital funds come available, additional combination water fountain/water filling stations will be installed at City facilities.
3. Implementing as corporate practice, staff use of reusable containers. Water pitchers and glassware are available for use in the Council Chamber, committee rooms and meeting rooms. In addition, staff is encouraged to use reusable containers at their work stations and in meetings.

Single-use plastic water bottles, along with other healthy choices such as juice, are presently sold in City facilities, primarily in vending machines or concessions, as well as restaurants such as the CCafe. The City has made a concerted effort to ensure healthy choices are available for sale, including juice and water.

The City provides recycling containers in all facilities and parks in order to ensure there are appropriate receptacles available for recyclables, including beverage containers.

At events on City property, event organizers are encouraged to rent water filling stations where potable water is not available. In addition, the City has rented water filling stations for large City events such as Canada Day and Bike to Work Day.

Environmental Advisory Committee

On December 10, 2013, the Environmental Advisory Committee (EAC) approved the following:

EAC-0051-2013

“That the following Recommendations in the report dated November 22, 2013 entitled “Bottled Water in City Facilities” from the Commissioner of Community Services, be approved:

1. That the City of Mississauga continue with its existing practices to increase access to tap water in City facilities and at events on City property; support the Region of Peel’s tap water promotion campaign; participate in the Blue W Program; and encourage staff to use reusable beverage containers, and;
2. That the City of Mississauga not pursue a ban on single-use bottled water in City facilities at this time.”

EAC stressed the need to provide water filling opportunities in City facilities and ensure there is signage indicating the location of water filling stations.

COMMENTS:

Municipal Scan

There is a wide range in the approach municipalities have taken with respect to single-use bottled water. Appendix 1, Bottled Water Bans in Ontario Municipalities – November 2013, is a scan of 28 Ontario municipalities.

Sixty per cent of the municipalities surveyed have chosen not to impose a ban or restriction on water bottles, but rather implement campaigns to promote tap water and provide access to tap water by installing water filling stations, providing water wagons at events and participating in Blue W.

Forty per cent of the municipalities surveyed have varying degrees of bottled water bans or restrictions. Most restrict the sale of bottled water in facilities where tap water is readily available. Even with bottled water bans, some municipalities have found they have the same or, in one case, increased water bottles in their waste stream.

Whether municipalities have chosen to ban/restrict bottled water or not, all municipalities have taken steps to educate residents and staff about tap water as a safe and economical choice and most municipalities are increasing access to tap water either by installing

water bottle filling stations, providing water wagons at events or participating in Blue W.

Tap Water Promotion

Research conducted in 2010 by PROBE Research Inc. shows that Peel residents have poor knowledge about the source of their tap water and lack confidence in its quality. The research also identified that only 14 per cent of all Canadians drink mostly bottled water. The results of the PROBE research have informed the Region of Peel "Love My Tap Water" campaign (www.peelregion.ca/pw/water/tapwater/). The City of Mississauga supports the Region's tap water promotion and participates in the Blue W Program. It should be noted that the Region of Peel does not have a water bottle ban, but rather focuses on promoting tap water as a safe and reliable source.

Living Green Master Plan

The Living Green Master Plan recognizes that the City of Mississauga has a responsibility to conduct its operations in a manner that reduces waste and diverts as much waste as possible from landfill. By supporting the Region's tap water campaign, participating in the Blue W Program, providing opportunities to fill reusable bottles and providing recycling opportunities in City facilities and parks, the City is reducing waste and increasing diversion rates from landfill.

STRATEGIC PLAN:

The Living Green Strategic Pillar for Change contains the principle that "Mississauga is a city that values its shared responsibility to leave a legacy of a clean and healthy natural environment." One of the Strategic Goals is "to lead and promote the utilization of technologies and tactics to conserve energy and water, reduce emissions and waste, improve our air quality, and protect our natural environment."

Reducing the use of bottled water in City facilities contributes to the Strategic Plan goal to reduce waste.

FINANCIAL IMPACT:

Funding for life-cycle replacement and additional water filling stations at City facilities will continue to be through the Business Planning and Budget Process.

CONCLUSION:

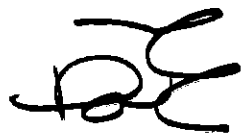
The City of Mississauga takes a balanced approach to reducing water bottle use by supporting the Region of Peel's tap water campaign, participating in the Blue W Program, installing water filling stations in

City facilities and promoting the use of reusable containers. The City sells beverages in vending machines, concessions and restaurants and has made a concerted effort to offer healthy choices. In addition, recycling opportunities are provided in all City buildings, facilities and parks.

Based on the experiences of other municipalities and in light of the City's existing practices to reduce water bottle use and recycle beverage containers, staff does not recommend a ban on single-use bottled water in City facilities.

ATTACHMENTS:

Appendix 1: Bottled Water Bans in Ontario Municipalities –
November 2013



Paul A. Mitcham, P.Eng., MBA
Commissioner of Community Services

Prepared By: Mary Bracken, Environmental Specialist

Appendix 1

Bottled Water Bans in Ontario Municipalities – November 2013

Municipality	Tier	Bottled Water Ban or Restriction	Where Banned, Restricted or Discouraged	Other Measures
Ajax	Lower	Yes	<ul style="list-style-type: none"> • Sale at Town owned facilities • Sale at events • Public meetings 	<ul style="list-style-type: none"> • Public education campaign • Water fountains in community centres fitted with bottle filler attachment
Aurora	Lower	No		
Brampton	Lower	No	<ul style="list-style-type: none"> • Discouraged at meetings and functions 	<ul style="list-style-type: none"> • Promote awareness about tap water in partnership with Region, Brampton Clean City and other organization • Installing water filling stations in facilities
Burlington	Lower	Yes	<ul style="list-style-type: none"> • Restrict sale at city facilities • Performing arts centre • Sports teams not permitted to sell bottled water (including fundraising on city property) • Council and staff meetings 	<ul style="list-style-type: none"> • Awareness campaign promotes city water and the restriction on the sale of bottled water at city facilities • Water filling stations being installed • Two water bars for outdoor city events
Caledon	Lower	No specific ban	<ul style="list-style-type: none"> • Do not sell at Town Hall • Council meetings 	<ul style="list-style-type: none"> • Promote Peel Water Smart initiatives • Replaced plastic water bottle coolers with dispensers that use municipal tap water • Installing water filling stations • Blue W • Staff provided with refillable stainless steel carafes • Use (rent) quench buggy at City events, where possible
Clarington	Lower	No formal ban	<ul style="list-style-type: none"> • No water bottles at Council and committee meetings • Municipally operated buildings • Recreation facilities 	<ul style="list-style-type: none"> • Communications Plan to promote tap water • Install/upgrade water fountains
Durham Region	Upper	No	<ul style="list-style-type: none"> • Committee meetings 	

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Municipality	Tier	Bottled Water Ban or Restriction	Where Banned, Restricted or Discouraged	Other Measures
Guelph	Single	No formal ban	<ul style="list-style-type: none"> City Hall – bottled water free facility Not sold in City facilities Vendors cannot sell bottled water at events where quench buggy is present 	<ul style="list-style-type: none"> Campaign to promote tap water Blue W Have quench buggy Bottled water coolers replaced by chilled water fountains
Hamilton	Single	No		<ul style="list-style-type: none"> Communication and public education campaigns Water filling stations in facilities
Kingston	Lower	Yes	<ul style="list-style-type: none"> City owned/operated facilities (except major hockey rink/concert venue) City events 	<ul style="list-style-type: none"> Public awareness campaign Water filling stations installed in all buildings and theatre In theatre – sell reusable bottles at cost Water wagon provided by Utilities Kingston at no cost
London	Single	No formal ban	<ul style="list-style-type: none"> Do not sell in City facilities unless no access to tap water 	<ul style="list-style-type: none"> Tap water and water conservation campaign Have water bar Blue W
Markham	Lower	No	<ul style="list-style-type: none"> Civic Centre Meetings 	<ul style="list-style-type: none"> Promote tap water Have WOW (water on wheels) trailer Getting portable refilling stations
Newmarket	Lower	Yes	<ul style="list-style-type: none"> Use and sale in town hall 	<ul style="list-style-type: none"> Promote tap water to employees and residents
Oakville	Lower	Yes	<ul style="list-style-type: none"> No sale at all Town facilities Town hall 	<ul style="list-style-type: none"> Tap water promo campaign Retrofitting indoor water fountains Three water bars for town and community events (free Water Bar Lending Program) Selling reusable bottles at the performing arts centre and recreation centres
Oshawa	Lower	No	<ul style="list-style-type: none"> Council Chamber and Committee Room 	<ul style="list-style-type: none"> Fully accessible water fountain/filling station located outside Council chambers Most floors in City Hall have access to filtered drinking water tap sized to facilitate filling of reusable water bottles
Peel Region	Upper	No	<ul style="list-style-type: none"> Regional meetings Functions where reasonable access to tap water exists 	<ul style="list-style-type: none"> “Love My Tap Water” campaign Fund “Blue W” to create local network Have water fountains Internal Policy for employees to promote tap water and minimize use of bottled water in Regional facilities No longer bottle Peel water
Pickering	Lower	No	<ul style="list-style-type: none"> Meetings 	

Municipality	Tier	Bottled Water Ban or Restriction	Where Banned, Restricted or Discouraged	Other Measures
Richmond Hill	Lower	No		<ul style="list-style-type: none"> Awareness of municipal water as safe, healthy, economical and sustainable choice Increase availability
St. Catharines	Lower	Yes	<ul style="list-style-type: none"> Use in City facilities 	
Thorold	Lower	Yes	<ul style="list-style-type: none"> All city facilities 	
Thunder Bay	Lower	No		<ul style="list-style-type: none"> Promote use of tap water
Toronto	Single	Yes	<ul style="list-style-type: none"> Sale and distribution at: <ul style="list-style-type: none"> City Hall Civic Centres City owned facilities 	<ul style="list-style-type: none"> Promote tap water Water wagon Blue W
Uxbridge	Lower	No		<ul style="list-style-type: none"> Drinking water fountains at our major facilities
Vaughan	Lower	Yes	<ul style="list-style-type: none"> Sale at City facilities Civic centre Meetings 	<ul style="list-style-type: none"> Water bottle filling stations in all municipal buildings All city members provided with a stainless steel refillable water bottle
Waterloo Region	Upper	Yes	<ul style="list-style-type: none"> Regional facilities Regional functions 	<ul style="list-style-type: none"> Public education program promoting benefits of using municipal tap water Water trailer for use at public events
Whitby	Lower	No		
Whitchurch-Stouffville	Lower	Yes	<ul style="list-style-type: none"> Municipal offices 	
York Region	Upper	No		<ul style="list-style-type: none"> Campaign to promote tap water Mobile water trailer at public events



Corporate Report

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6.

DATE: December 13, 2013

TO: Chair and Members of General Committee
Meeting Date: January 15, 2014

FROM: Paul A. Mitcham, P.Eng., MBA
Commissioner of Community Services

SUBJECT: Gasoline Pump Warning Labels

General Committee

JAN 15 2014

RECOMMENDATION: That the City of Mississauga not pass a by-law that requires gasoline retailers to place climate change warning labels on the handles of gasoline pump nozzles.

REPORT HIGHLIGHTS:

- In February 2013, and again in May 2013, a number of Councillors received emails from Mississauga residents containing a form letter lobbying Councillors to pass a by-law that requires gasoline retailers to place climate change warning labels on the handles of gasoline pump nozzles.
- The form letters are part of a "warning labels on gas pumps" campaign developed by Our Horizon. Our Horizon claims that municipalities across Canada are in a position to create by-laws requiring these warning labels and will be releasing their legal research to that effect.
- According to staff from Legal Services, City Manager's Department, the campaign does not appear to have the required municipal purpose for a by-law to be authorized under the powers listed in section 11 of the *Municipal Act, 2001*.
- The Environmental Advisory Committee supports the above recommendation.

BACKGROUND:

In February 2013, and again in May 2013, a number of Councillors received emails from Mississauga residents containing a form letter lobbying Councillors to pass a by-law that requires gasoline retailers to place climate change warning labels on the handles of gasoline pump nozzles. The form letter was created by an environmental not-for-profit organization named Our Horizon. The website ourhorizon.org encourages residents to send this form letter to their municipal representatives.

Correspondence on this item was referred to the Environmental Advisory Committee (EAC). At the March 5, 2013 EAC meeting, EAC passed a motion that the matter be referred to staff for further review.

PRESENT STATUS:

The form letters are part of a "warning labels on gas pumps" campaign developed by Our Horizon. The campaign encourages municipalities to pass a by-law making it mandatory for gasoline retailers to place warning labels on their gas pumps. These warning labels will display messaging regarding the use of fossil fuels and the impacts on climate change similar to warning labels on cigarette packages regarding the hazards of smoking. The labels would be created by local school children. Our Horizon believes that the labels will change behaviour and drivers will opt for more fuel-efficient vehicles or take other modes of transportation.

Our Horizon claims that municipalities across Canada are in a position to create by-laws requiring these warning labels and will be releasing their legal research to that effect. According to the Our Horizon website, release of their legal research specific to Ontario was to be released on September 6, 2013. At the time of writing this report, the legal research has not been released for Ontario or any other province or territory.

Our Horizon has made presentations to many municipalities and organizations including the Greater Toronto Area Clean Air Council of which the City of Mississauga is a member. A number of organizations have endorsed the campaign by supporting the following statement "Our burning of fossil fuels contributes to climate change. We support the idea of putting warning labels on gasoline pump nozzles." Staff is not aware of any municipalities that have endorsed

the campaign or that have passed by-laws requiring warning labels on gasoline pump nozzles.

Our Horizon is currently on a cross-Canada tour to present the campaign to elementary schools, high schools, universities and community organizations. Their goal is to return to Toronto near the end of 2013 with thousands of labels designed by school children and to present these to City Councils.

Environmental Advisory Committee

On December 10, 2013, the EAC received a report titled "Gasoline Pump Warning Labels" and approved the following:

EAC-0050-2013

"That the Recommendation in the report dated November 15, 2013 entitled "Gasoline Pump Warning Labels", from the Commissioner of Community Services that the City of Mississauga not pass a by-law that requires gasoline retailers to place climate change warning labels on the handles of gasoline pump nozzles, be approved."

COMMENTS:

Staff from Legal Services, City Manager's Department, was consulted and provided the following comments.

The City must have statutory authority to pass a by-law. Legal research did not find any specific statutory authority authorizing municipalities to pass a by-law relating to warning labels on gas pumps.

There are areas of broad powers under section 11 of the *Municipal Act, 2001* that a gas pump by-law may arguably be classified. However, the broad powers are not to be interpreted as open and limitless. The Supreme Court of Canada has set limits on how broadly these provisions can be interpreted and, at its core, the provisions must be read in light of a municipal purpose. In other words, there must be a particular issue that relates to the municipality as a local entity and not as a member of the broader polity.

While the issue of climate change has a local aspect to it, that alone is not determinative of whether the matter has a municipal purpose. There must be an identifiable benefit to the inhabitants of the


municipality and be closely related to the immediate interests of the community within the boundaries of that municipality.

The City already encourages other behaviour changes to mitigate the effects of climate change including promotion of the use of alternative transportation, energy and water conservation, and enforcement of the Idling Control By-law. The City also makes it easy for residents to get involved in environmental action through campaigns such as Let Your Green Show, information provided through the Living Green website and Twitter channel and presence at community events.

FINANCIAL IMPACT: Not applicable.

CONCLUSION: A gas pump labelling by-law will likely be construed by the court as an attempt by the City to address climate change issues, which is a matter of a national and international nature rather than one that directly affects the local nature of a municipality. As worthy a goal as the campaign may be, it does not appear to have the required municipal purpose for a by-law to be authorized under the powers listed in section 11 of the *Municipal Act, 2001*.

In response to EAC's motion to further review the emails received by Councillors encouraging the City of Mississauga to pass a by-law making it mandatory for gasoline retailers to place warning labels on their gas pumps, staff do not recommend this as a method to encourage behaviour change related to climate change.



Paul A. Mitcham, P.Eng., MBA
Commissioner of Community Services

Prepared By: Andrea J. McLeod, Environmental Specialist



Corporate Report

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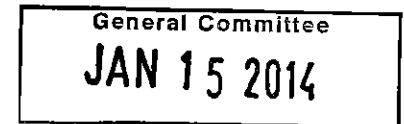
7.

DATE: December 12, 2013

TO: Chair and Members of the General Committee
Meeting Date: January 15, 2014

FROM: Paul A. Mitcham, P. Eng., MBA
Commissioner of Community Services

SUBJECT: **Application to Host the 2017/2018 Creative Cities Network of
Canada National Summit**



RECOMMENDATION: That the Corporate Report dated December 12, 2013 from the Commissioner of Community Services entitled "Application to Host the 2017/2018 Creative Cities Network of Canada Summit" be received for information.

BACKGROUND: The Creative City Network of Canada (CCNC) is a national, non-profit organization focusing on knowledge sharing, research, and professional development in cultural policy, planning and practice. CCNC was established in 2002, and its membership includes Canadian municipalities, provincial, territorial and federal governments, not-for-profits, academic institutions, and individuals. The organization is governed by a volunteer board, of which the City of Mississauga is a member.

As part of its mandate, the CCNC hosts an annual national Summit of culture professionals. The Summit is held in a member municipality and runs for 2.5 days between October and November attracting anywhere from 175 to 200 delegates. In 2013, the City of Ottawa hosted the summit, and in 2014 the City of Hamilton will host. The Summit host-city is determined through an open call for

applications. The call involves two phases. First, municipalities are required to submit an expression of interest (Letter of intent). Second, CCNC shortlists the applicants, and invites these municipalities to submit a full hosting application. Decisions are made following review of the applications.

CCNC has recently released a call to its members for hosting the 2015, 2016, 2017 and 2018 summits. The Culture Division responded to the call with a letter of Intent to host either the 2017 or 2018 summit in the City of Mississauga.

Among the 21 letters of intent received, the City of Mississauga was shortlisted for the 2017 and 2018 Summits and invited to submit a full hosting application. The deadline for host submissions is January 16, 2014.

COMMENTS:

The Culture Division believes hosting the Summit will provide a valuable opportunity for the City. This will help to reinforce the City's profile as a culturally significant city and support the vision of the Culture Master Plan. A hosting opportunity will provide local economic development opportunities and afford local arts and culture organizations exposure to new audiences and experts in the cultural development field.

The Culture Division has established a working team to develop the hosting document. In addition to the Culture Division, staff from Recreation Services (Sport and Sponsorship & Corporate Development) and representatives from Tourism Toronto and the Living Arts Centre are participating.

Should the City of Mississauga be successful in its bid to host either the 2017 or 2018 Summit, the City will be required to fund a welcome reception and local study tours, and provide a staff liaison to serve on the Creative City Summit Programming Committee. In addition, the host city is required to:

- Participate on the Summit Programming Committee;
- Liaise with the CCNC staff during the site visit and regularly by phone and email;

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- Provide information on meeting venue, hotel, cultural attractions, restaurants and travel information including taxis for the Creative City Summit website, promotions and delegate kits;
- Help find local suppliers and arrange any special events or venues;
- Organize the host city welcome reception;
- Design and organize the study tours;
- Procure gifts for Creative City Summit presenters – can be in-kind;
- Choose performers for artistic animation (if required);
- Make suggestions for local speakers and panel participants;
- Generate buzz in the local community about the Summit;
- Identify local sponsors or regional supporters;

FINANCIAL IMPACT: There is no immediate financial impact. Should the City be successful in its bid to host the Summit, a budget of approximately \$35,000 will be required, in addition to in-kind contributions. A budget request for this amount would be tabled for Council's consideration through the annual business planning and budget process for 2017 or 2018.

CONCLUSION: Hosting the summit will raise the City's profile as a culturally significant city. It will place Mississauga in the spotlight and provide a forum for highlighting important cultural achievements.



Paul A. Mitcham, P. Eng., MBA
Commissioner of Community Services

Prepared By: Andrew Whittemore, Manager, Culture & Heritage Planning



Corporate Report

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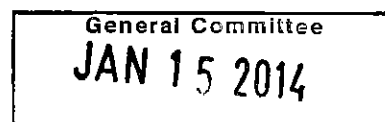
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DATE: December 16, 2013

TO: Chair and Members of General Committee
Meeting Date: January 15, 2014

FROM: Paul A. Mitcham, P. Eng., MBA
Commissioner of Community Services

SUBJECT: **Cost Sharing for Bridge Replacement on Park 505
(Former Harris Farm)
6454 Creditview Road
East of Creditview Road and South of Hwy 401
(Ward 11)**



- RECOMMENDATION:**
1. That the Commissioner of Community Services and the City Clerk on behalf of the Corporation of the City of Mississauga be authorized to enter into a cost sharing agreement with the Region of Peel for construction of a replacement bridge to access Park 505, in a form satisfactory to Legal Services as outlined in the Corporate Report dated December 16, 2013 from the Commissioner of Community Services.
 2. That the City of Mississauga contribute \$400,000 to the Region of Peel for partial funding of the construction cost for the replacement bridge to access Park 505 by allocating funding of \$215,000, (\$160,000 from PN 09-335; \$55,000 from PN 10-315) and \$185,000 as approved in 2014 Budget.
 3. That all necessary by-laws be enacted.

**REPORT
HIGHLIGHTS**

- The Region of Peel's Twinning of the West Trunk Sewer requires work to be undertaken on the east side of the Credit River within Park 505 to extend a new sanitary sewer line connection between the existing and proposed sewer line.
- Existing bridge will not support large vehicles.
- Credit River Parks Strategy recommends Park-505 bridge upgrade to allow fire vehicle and public access.
- The existing steel bridge that provides access to Park 505 has a capacity of 5 tons which limits fire truck access to the site and does not meet the current Canadian Highway Bridge Design Code (CHBDC).
- \$1,500,000 total cost of bridge replacement to be cost shared by Region of Peel (\$1,100,000) and City (\$400,000).
- The cost of constructing a new bridge is estimated at \$6,000,000.

BACKGROUND:

As a part of the Twinning of the West Trunk Sewer Project, the Region of Peel is undertaking construction of a new sanitary sewer in various parts of the City. One of the proposed construction sites is at Park 505, on the east side of the Credit River. The Region of Peel will require a temporary easement for the construction of the sewer line and a permanent easement for future access to maintain the sewer pipe. Agreements to permit these easements are being negotiated through Realty Services pursuant to the Easement Protocol agreement with the City.

To facilitate this work, the Region of Peel had originally proposed to use the existing driveway off of Creditview Road and the bridge to access the construction site within the park. However the existing bridge structure does not meet the current Canadian Highway Bridge Design Code (CHBDC) and cannot accommodate construction vehicles and equipment that will be required for construction purposes. The Region has subsequently proposed to replace the bridge structure to facilitate this project and to share the cost associated with replacing the bridge with the City.

COMMENTS:

Park 505 (former Harris Farm property) is currently not open to the public. The lands are leased to the adjacent owner for temporary farming purposes. The existing steel bridge on the site was built in 1947 to replace the collapsed wooden bridge built in 1846. The steel bridge has a capacity of 5 tons which limits fire truck access. The Building Condition Assessment and Adaptive Reuse study, undertaken by the City in 2012, examined structural condition of the existing bridge and recommended remedial work to maintain the bridge.

The sanitary sewer construction project proposed by the Region of Peel requires the access to the east side of Credit River and a bridge that can accommodate heavy construction equipment. In order to facilitate the construction work proposed by the Region and to provide fire truck access to Park 505, the existing bridge requires upgrading.

The cost of constructing a new bridge is estimated at \$6,000,000 as the span would be much longer to meet the new bridge standards. However, the cost of replacing the existing bridge structure without removing the existing abutment is estimated at \$1,500,000. In order to undertake the replacement of the existing bridge the Region has agreed to fund \$1,100,000 of the total cost if the City will cover remainder of \$400,000. The scope of work will include:

- Replacement of the bridge by installing a new foundation system behind the existing abutments and maintain existing abutments to support the backfill and minimize the impact on the environment.
- The replacement bridge will be a prefabricated superstructure and will remain in the same location and have the same size as the existing structure, 4m (13.12 ft.) wide.
- The replacement bridge will have a load capacity of 62 tons and will be able to accommodate construction and fire vehicles.
- The replacement bridge will remain one lane, with no separation for pedestrian or vehicular traffic.
- Existing culverts on site will be reconstructed.
- Existing driveway on site will be re-graded and improved as a part of this construction project and an 8m (26.2 ft.) wide vehicular layby will be constructed on both sides.
- As the site is listed on the City's Heritage Register, the design of the bridge will require approval from the Heritage Advisory

Committee. All necessary permits and approvals will be required from Credit Valley Conservation Authority and the Ministry of Natural Resources.

The replacement bridge construction is tentatively scheduled for early 2014 and the duration of construction time is expected to be approximately three months.

FINANCIAL IMPACT: The cost to replace the bridge structure is estimated at \$1,500,000. The City will cover a portion of the cost to a total \$400,000 to be paid over the next three years 2014, 2015 and 2016. Funding of \$215,000 has been identified within PN 09-335 and PN 10-315 and the remaining contribution of \$185,000 has been approved through the 2014 Budget.

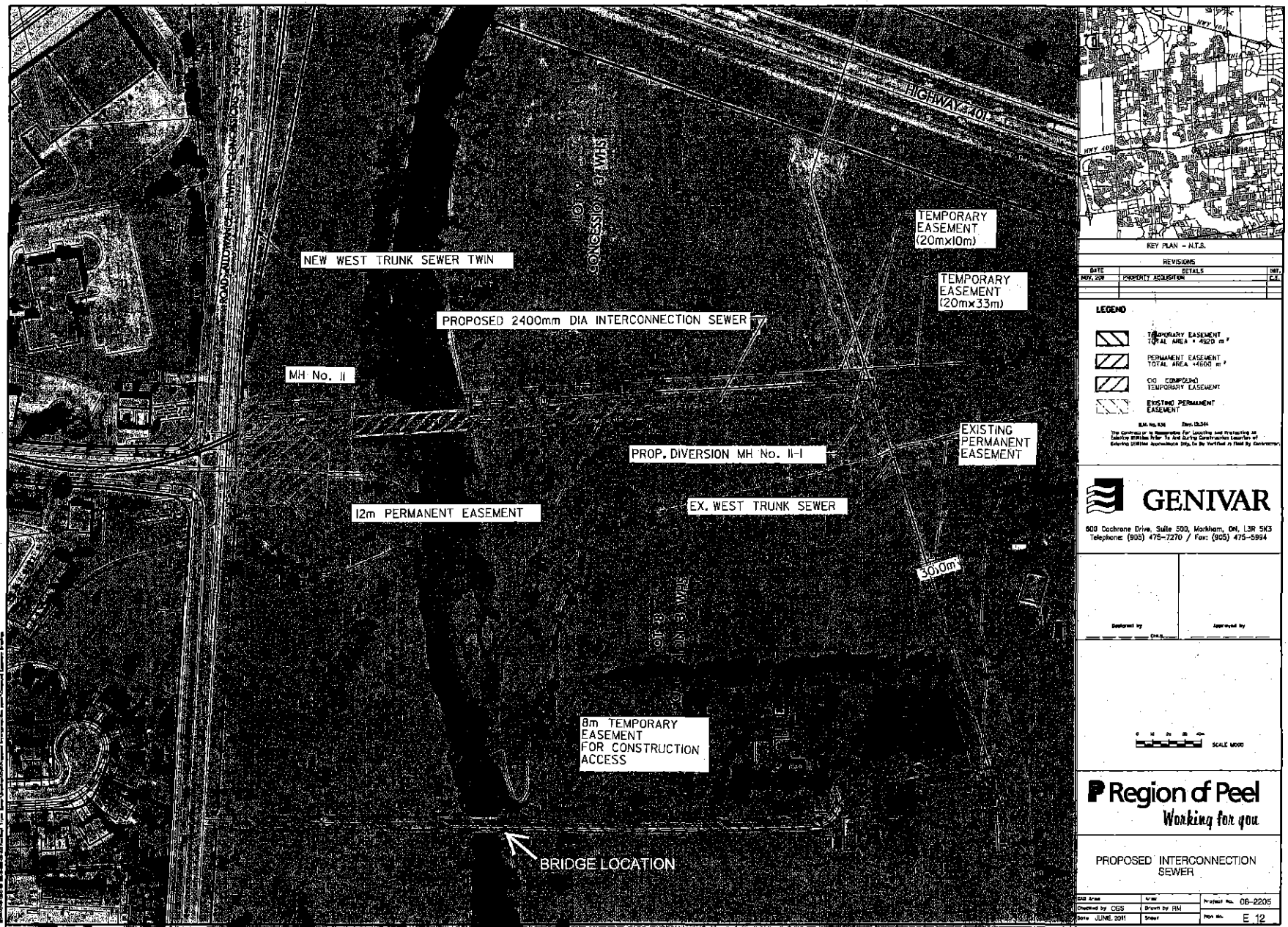
CONCLUSION: The existing steel bridge that provides access to Park 505 has a capacity of 5 tons which limits fire truck access to the site and does not meet the current Canadian Highway Bridge Design Code (CHBDC). The cost sharing partnership proposed between the City and the Region of Peel will upgrade the bridge to a capacity of 62 tons. The replacement bridge will provide access to the site to facilitate the infrastructure project proposed by the Region of Peel. In addition, the improved driveway and the replacement bridge will accommodate fire truck access to the site, providing future benefits to the City when the site is developed and open to public.

ATTACHMENTS: Appendix 1: Location of Bridge on Park 505



Paul A. Mitcham, P.Eng., MBA
Commissioner of Community Services

Prepared By: Sangita Manandhar, Planner



REVISIONS		REV.
DATE	DETAILS	
MAY 200	PROPERTY ACQUISITION	C.I.

LEGEND

- TEMPORARY EASEMENT
TOTAL AREA = 4020 m²
- PERMANENT EASEMENT
TOTAL AREA = 4600 m²
- CO. COMPOUND
TEMPORARY EASEMENT
- EXISTING PERMANENT EASEMENT

BM No. 1234 DTM 1234

The Contractor is responsible for locating and protecting all existing utilities prior to the start of construction. Location of existing utilities is shown on this plan, to be verified in field by Contractor.

GENIVAR

900 Cochrane Drive, Suite 500, Markham, ON L3R 5K3
Telephone: (905) 478-7270 / Fax: (905) 475-5994

Designed by: _____ Approved by: _____

SCALE 1:500

P Region of Peel
Working for you

PROPOSED INTERCONNECTION SEWER

CDR: [Name]	Rev:	Project No. 06-2205
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Corporate Report

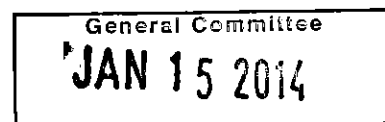
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9.

DATE: December 19, 2013

TO: Chair and Members of General Committee
Meeting Date: January 15, 2014



FROM: Gary Kent
Commissioner of Corporate Services and Chief Financial Officer

SUBJECT: **Licensing of TXM Tax Manager (Property Tax Software) to
City of Pickering
Procurement of Consulting Services from DesTech Consulting
Services Inc. FA49.0634-13**

- RECOMMENDATION:**
1. That the report of the Commissioner of Corporate Services and Chief Financial Officer dated December 19, 2013 and entitled Licensing of TXM Tax Manager (Property Tax Software) to City of Pickering and Procurement of Consulting Services from DesTech Consulting Services Inc. be received for information.
 2. That the Commissioner of Corporate Services and Chief Financial Officer be authorized to execute the necessary contracts with the City of Pickering to license, implement and support the TXM Property Tax software, in a form satisfactory to the City Solicitor.
 3. That the Purchasing Agent be authorized to execute the necessary contracts and agreements with DesTech Consulting Services Inc. to procure consulting services related to the implementation of TXM software in Pickering, in the amount

of \$169,520, excluding HST, to be funded by the City of Pickering, in a form satisfactory to the City Solicitor.

4. That the Purchasing Agent be authorized to execute the necessary contracts with DesTech Consulting Services Inc. for specialized programming, software and architecture design and testing assistance for the City's 2014/2015 TXM software improvement program which includes collections, e-billing, payments and assessment modules, not to exceed \$320,000, excluding HST for the period January 1, 2014 to December 31, 2015, in a form satisfactory to the City Solicitor.
5. That the Commissioner of Corporate Services and Chief Financial Officer be delegated authority to respond to bid requests from other Ontario municipalities for proposals to license, implement and support a property tax system with a TXM based solution.

**REPORT
HIGHLIGHTS:**

- The City licenses its proprietary tax software, TXM Tax Manager to other municipalities.
- The City of Pickering has made an award to purchase TXM.
- Pickering will pay for implementation costs of \$269,664 excluding HST and an annual software support fee starting at \$48,000 per year.
- The implementation costs include the services of DesTech Consulting Services Inc.(DesTech) as a subcontractor to the City.
- The City has a TXM software improvement program for 2014/2015 that includes development of a collection module, electronic billing (e-post) and modifications to interfaces to payment processing and assessment roll.
- The City requires expertise from DesTech to complete portions of its 2014/2015 TXM software improvement program.
- Delegation of authority to the Commissioner of Corporate Services and Chief Financial Officer is required if the City is to submit proposals on a timely basis to other municipalities who issue proposal calls for a property tax system.

BACKGROUND:

TXM is software developed and owned by the City of Mississauga for the billing and collection of property taxes. The software was implemented in 1998. The City has licensed TXM to 3 municipalities – Brampton, Markham and Richmond Hill – and received revenue in 2013 of \$481,854 from these municipalities. TXM is managed by an in-house IT Support Team which provides application support to the City and the licensed municipalities.

The City was approached by the City of Pickering to license TXM to replace their existing property tax software. Staff worked with Pickering staff to determine the effort required to migrate Pickering to TXM and the cost to Pickering to do so. As a result of these discussions, on December 12, 2013, Pickering Council awarded a contract “for the City’s new Property Tax Software, including licence and implementation, to the Corporation of the City of Mississauga, on terms satisfactory to the Treasurer and to the Director, Corporate Services & City Solicitor”. The amount of the award was \$269,664 excluding HST. It is anticipated that Pickering will go live for the 2015 property tax year.

The purpose of this report is to obtain Council’s approval to negotiate and enter into an agreement with the City of Pickering, to update Council on the use of DesTech Consulting Services Inc. (DesTech) as a subcontractor to the City of Mississauga to provide implementation services to Pickering, to update Council on the 2014/2015 TXM work plan, to request assistance from DesTech in completing the 2014/2015 work plan, and to participate in future proposal requests from other cities for property tax software.

COMMENTS:License of TXM Software to City of Pickering

The City has a licensing and a service level agreement with each of the three municipalities that have licensed TXM. These will provide the basis for a Pickering agreement. The City will provide Pickering with a term, non-exclusive, enterprise-wide, non-transferable license for one production database and one test database. Although the City does not charge for the license, the term of use is contingent on the annual payment of the software maintenance and support fee, currently \$1.59 per tax account. This equates to approximately

\$48,000 per year and will grow as Pickering develops. The support agreement requires Pickering to provide first line support and Mississauga will be contacted only if Pickering cannot resolve the problem. TXM currently logs approximately 300 support calls per year between the City and the other municipalities. We anticipate only a minimal increase in the number of support calls and do not require additional support staff to manage an additional customer.

Implementation of TXM Software in Pickering

While TXM is proven software, there is customization built into the system to allow municipal users to adapt it to the manner in which they carry on business and to reflect the needs of each individual municipality. Most of the work required by City staff will be to set up this customization, to provide project management expertise and to train Pickering staff on use of TXM. In addition, their existing tax database of properties, billings and collections must be converted and transferred to TXM. The City requires the expertise of DesTech for this work. The award amount of \$269,664 excluding HST will reimburse the City for all staff time and costs and for the sub-contracting of the conversion work to DesTech. At their meeting of July 6, 2011, Council approved the following recommendation: (GC-0463-2011). That DesTech Consulting Services Inc. be designated as a Vendor of Record to provide advisory and implementation services, as required, as a sub-contractor to the City of Mississauga for any upgrade or implementation of TXM – Tax Manager Software being undertaken on behalf of a licensed municipality, where the costs are to be reimbursed to the City.

2014/2015 TXM Software Improvement Program

Staff develop new modules and update and improve TXM incrementally each year. The 2014/2015 TXM Software Improvement Program includes the following:

- Collections module – automates tax collection activities including the tax sale process;
- E-billing – allows electronic bills to be sent out via Canada Post's e-post service;
- Modifications to payments processing module to accommodate changes made by outsourced payment processing vendor Intria;

- Modifications to assessment module to accommodate changes made by MPAC to assessment roll.

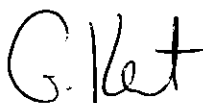
While City staff have project management, program and quality assurance expertise, there is some programming, software and architecture design and testing work where outside assistance is required. Staff propose to use the resources of DesTech to assist where staff do not have the required level of expertise. A statement of work cannot be drafted at this time because the needs analysis and detailed project plan is not complete. Staff will minimize the use of DesTech and this work will not exceed \$320,000, excluding HST. Funding has been included in the approved capital budget for these projects. DesTech worked with City staff on TXM development between 1996 and 2004 and in 2011 and 2012 to upgrade TXM and has the knowledge of the system and the expertise required to support the work plan. It will also be cost effective to use DesTech given the parallel work to implement TXM in Pickering. The Purchasing By-law 374-06, as amended provides the authority to sole source an acquisition where the solicitation of competitive Bids would not be economical to the City.

Responding to Future Procurements/RFPs

Purchasing by-laws for municipalities contemplate the purchase of goods and services from private corporations or individuals. They rarely recognize that municipalities have a product or service which can meet a need in another municipality. When municipalities decide they wish to purchase a new tax system, they will often issue a request for proposal (RFP) with no recognition that a municipality will bid. In many cases this means that bidders are required to submit irrevocable bids. If a bidder does not submit an irrevocable bid, their bid could be rejected by the purchaser for material non-compliance with the bid requirements. Staff propose that the Commissioner of Corporate Services and CFO be delegated the authority to bind the City when submitting a proposal for a property tax system. This would allow the City to be responsive to proposal calls within the short three week period that most municipalities provide before the call close.

FINANCIAL IMPACT: Funding for implementation of TXM in Pickering will be reimbursed by the City of Pickering. Revenue will be received from the City of Pickering starting at approximately \$48,000 per year. Funding for the TXM 2014/2015 Software Improvement Program is available in the approved capital budget.

CONCLUSION: The City of Pickering wishes to license and procure implementation and support for TXM Tax Manager, the City's proprietary property tax software. Pickering will reimburse the City for the implementation and support costs and will pay the City an annual fee for ongoing support. This will increase the number of municipalities that use the TXM software to four. The City will need to procure services from DesTech Consulting Services Inc. for data conversion and system integration which will be reimbursed by Pickering. The City will also require some expertise from DesTech to complete its 2014/2015 Software Improvement Program. Staff propose that Council delegate authority to submit bid proposals to Ontario municipalities requesting proposals for property tax software.



Gary Kent
Commissioner of Corporate Services and Chief Financial Officer

*Prepared By: Jeffrey J. Jackson, Director, Revenue and Materiel
Management*



Corporate Report

Clerk's Files

Originator's
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PO.11.AIR

DATE: December 9, 2013

TO: Chair and Members of General Committee
Meeting Date: January 15, 2014

General Committee

JAN 15 2014

FROM: Gary Kent
Commissioner of Corporate Services and Chief Financial Officer

SUBJECT: **To Authorize the Closure of and declare surplus the public lane adjacent to 7160 to 7174 Airport Road (Ward 5)**

- RECOMMENDATION:**
1. That a by-law be enacted authorizing the closure of a public lane dedicated through the registration of registered plan Tor-4 on October 5, 1855, located at the west of Airport Road, north of Scarboro Street, legally described as Part of 12 Foot Lane Abutting Lot 396, 397, 398 and 399, Registered Plan TOR-4, more specifically described as Parts 1 and 2 on Reference Plan 43R-35579, in City of Mississauga, Regional Municipality of Peel, (see Appendix 1), having an area of approximately 165.46 square metres (1981 square feet), in Ward 5.
 2. That the lands legally described as Part of 12 Foot Lane Abutting Lot 396, 397, 398 and 399, Registered Plan TOR-4, more specifically described as Parts 1 and 2 on Reference Plan 43R-35579, being comprised of approximately 165.46 square metres (1981 square feet), be declared surplus to the City's requirements for the purpose of a proposed sale to the owner of adjacent property, municipally known as 7160 to 7174 Airport Road

3. That all steps necessary to comply with the requirements of Section 2.(1) of City Notice By-law 215-08 be taken, including giving notice to the public by posting a notice on the City of Mississauga's website at least three weeks prior to the execution of an agreement for the sale of the subject lands.
4. That following Council's approval to close the public lane and declare same as surplus, easements be granted to protect the existing services and utilities within Parts 1 and 2 on Reference Plan 43R-34303.

BACKGROUND:

The owner of 7160 to 7174 Airport Road wishes to purchase a portion of an untravelled public lane to the west of its property.

The subject property, more specifically described as Parts 1 and 2 on Reference Plan 43R-35579, is an untravelled public lane being proposed to be closed, containing an area of approximately 165.46 square metres (1981 square feet) , shown in Appendix 1.

COMMENTS:

Realty Services has completed its circulation and confirms no objections were received to the closure and surplus declaration of Parts 1 and 2 on Plan 43R-35579.

Notice of the lane closure contemplated in this report has been undertaken to satisfy the requirements of the City Notice By-law 0215-2008 as amended by By-law 0376-2008. Once the closure and surplus declaration are completed, City staff will negotiate with the owner of the adjacent property, municipally known as 7160-7174 Airport Road towards the completion of a sale.

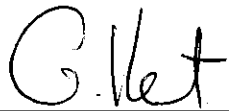
It is anticipated that the price of the sales of the subject property will be less than \$100,000.00 which is within the limit under Real Estate Delegation of Authority By-law 0375-2008. Following successful negotiations for the sale of City owned lands to owner of 7160-7174 Airport Road, the Realty Services Section will execute the Purchase and Sale Agreement and all ancillary documents or agreements as authorized by the said by-law.

10b

FINANCIAL IMPACT: Not applicable.

CONCLUSION: The subject lane is not required for municipal purposes and can be permanently closed. It is reasonable to declare the lands surplus in order to facilitate a possible sale to the adjacent owner.

ATTACHMENTS: Appendix 1: Location of the of 12 foot lane to be closed and declared surplus (Ward 5).
Appendix 2: Parts 1 and 2 on Reference Plan 43R-35579.



Gary Kent,
Commissioner of Corporate Services and Chief Financial Officer

Prepared By: Stephen Law, Project Leader







Corporate Report

Clerk's Files

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DATE: December 2, 2013

TO: Chair and Members of General Committee
Meeting Date: January 15, 2014

FROM: Gary Kent
Commissioner of Corporate Services and Chief Financial Officer

SUBJECT: Delegation of Regional Tax Ratio Setting Authority for 2014

General Committee

JAN 15 2014

- RECOMMENDATION:**
1. That Council consent to the enactment of a Regional by-law delegating tax ratio setting from the Region of Peel to Mississauga, Brampton and Caledon, in accordance with section 310 of *The Municipal Act, 2001, S.O. 2001, c. 25* for the 2014 property tax year.
 2. That Council consent to the apportionment methodology in place in the 2013 taxation year updated for 2014 assessments.

BACKGROUND: Section 310 of *The Municipal Act, 2001, S.O. 2001, c. 25*, provides for the Council of an upper-tier municipality to delegate to the Council of each of its lower-tier municipalities, the authority to pass a by-law establishing the tax ratios for the year within the lower-tier municipality for both upper-tier and lower-tier tax levies. This by-law must also contain the method by which the upper-tier levy is apportioned between the lower-tier municipalities. All lower-tier municipalities must consent to delegation. The deadline for consent by the lower-tier municipalities and the passing of the Regional by-law is February 28, 2014.

COMMENTS: The Region of Peel has delegated tax ratio setting since the property tax legislation was reformed in 1998.

Staff are proposing to continue with delegation for the 2014 property tax year, utilizing the 2013 apportionment formula updated to 2014 assessments.

The apportionment formula used in 2013 and proposed for the 2014 taxation year is:

- Waste costs allocated based upon number of households in each municipality as determined by MPAC;
- Police costs split out, with Caledon paying for OPP service and Mississauga and Brampton paying for Peel Regional Police, based on weighted current value assessment;
- All other costs apportioned based on weighted current value assessment.

Delegation of tax ratio setting authority and the apportionment formula will be approved by Regional Council on January 23, 2014.

The Minister of Municipal Affairs and Housing must approve the delegation and the apportionment formula before it can take effect.

FINANCIAL IMPACT: Not applicable.

CONCLUSION: The Area and Regional Treasurers are recommending that delegation of tax ratio setting from the Region of Peel to Mississauga, Brampton and Caledon be continued for the 2014 property tax year. The Regional levy apportionment plan would remain the same as in 2013 updated to 2014 assessments.



Gary Kent
Commissioner of Corporate Services and Chief Financial Officer

*Prepared By: Jeffrey J. Jackson, Director, Revenue and Materiel
Management*



Corporate Report

Clerk's Files

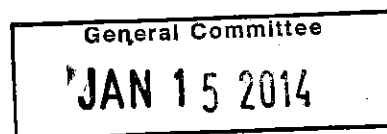
Originator's
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DATE: December 9, 2013

TO: Chair and Members of General Committee
Meeting Date: January 15, 2014

FROM: Paul A. Mitcham, P. Eng., MBA
Commissioner of Community Services

SUBJECT: **Single Source Contract Award for "City Standard" Ice
Resurfacing Machines**
File Ref: FA.49.407-13



- RECOMMENDATION:**
1. That Zamboni Ice Resurfacing Machines be maintained as the City standard for ice resurfacing equipment and service for a term of five (5) years ending December 31, 2018.
 2. That Zamboni Ice Resurfacing Machines be approved as a single source vendor for the supply and delivery of ice resurfacing machines in the City.
 3. That the Purchasing Agent be authorized to execute the appropriate forms of commitment to Zamboni Ice Resurfacing Machines, Brantford, Ontario, as required, and for which funding is approved for the period 2014 through 2018.

**REPORT
HIGHLIGHTS:**

- Zamboni Ice resurfacing machines are recommended as a City standard for use in the City's arenas.
- The Purchasing By-law #374-2006 requires that City Standards and single-source contract awards with a value of \$100,000 or more be approved by Council.

BACKGROUND:

There are only two manufacturers of ice resurfacing machines in Ontario; Zamboni Ice Resurfacing and Resurface Olympia Corp. The City currently has 22 machines in the ice fleet; 20 of which are Zambonis and 2 are Olympias.

In 2006, the City awarded a tender for four machines to Resurface Olympia. Following this, performance problems were experienced and staff in Recreation & Parks Division and Fleet Services Division undertook a review.

In March 2008, Council approved Zamboni Ice Resurfacing as a single source vendor and City standard for equipment and service of ice resurfacing machines (GC-0196-2008).

PRESENT STATUS:

Since 2008, the City of Mississauga has replaced three Olympia machines with Zamboni's. Only two Olympia machines remain in the fleet.

COMMENTS:

There is a significant difference in performance of the two machines. Three key issues were identified through the staff review: safety, effectiveness (cost and performance quality), and fuel efficiency.

Safety

There are two specific issues; braking and manoeuvrability. The Zamboni machines have a continuously variable hydrostatic transmission (full hydro-dynamic braking). This means that the moment the operator releases the foot pedal, the machine automatically goes into braking mode.

The Olympia Machine has an automatic transmission which requires the operator to use a separate brake pedal for stopping; there is no automatic hydro-dynamic braking. Having two types of ice machines that respond differently from each other complicates staff training and makes it difficult for operators when moving from arena to arena or from machine to machine.

The second safety issue relates to the size of machines and their turning radiuses. The size of the City's ice resurfacing storage rooms

vary at each arena; only the Hershey main rink and Iceland Arena have Olympic size rink surfaces. As well, our transportation equipment for safe entry/exit and transport is limited.

The Zamboni machines are smaller than the Olympia and they have a smaller turning radius. They are easier to manoeuvre and to transport from one arena or surface to another.

Effectiveness, Cost/ Performance Quality

The rate of breakdowns for the Olympias continues to be significantly higher than for Zambonis, resulting in increased costs for labour, i.e. City staff to be called in to do repairs, and, increased costs for parts now that the warranty period for the machines has expired.

On performance, the Zamboni provides a constant hydraulic speed that yields a superior ice surface when compared with the Olympia.

Fuel Efficiency

The Zamboni machines have a 3.0 litre, 4 cylinder engines that use significantly less fuel over the life span of the machine and minimise emissions in enclosed arenas when compared to the Olympias which have a 4.8 litre, 8 cylinder engine.

FINANCIAL IMPACT: Future purchases during the 5 year term will be based on the approved budget and contract pricing.

CONCLUSION: There are only two manufacturers of ice resurfacing machines in Ontario; Zamboni Ice Resurfacing and Resurface Olympia Corp. Through annually conducting tender processes, the City's ice fleet is comprised mainly of Zambonis with very few Olympias. Performance problems continue to be experienced with the Olympias. The Zambonis clearly out-perform the Olympias, and the overall cost is less.

This report seeks approval to continue with Zamboni as the standard for ice resurfacing machines for the next five years and to award a contract based on fixed pricing for this term.

ATTACHMENTS:

Appendix 1: Supply and Delivery Ice Resurfacing Machines for a Five (5) Year Period Bid Analysis



Paul A. Mitcham, P. Eng., MBA
Commissioner of Community Services

Prepared By: Wayne Hand. Facility Manager, Community Services

The Corporation of the City of Mississauga
Procurement # FA.49.407-13
Supply & Delivery Ice Resurfacing Machines for a Five (5) Year Period
Bid Analysis

Year 2014

QTY	Description	Unit Cost	Total Cost	
1	Ice Resurfacing Machine – Model #445	\$81,278.45	\$81,278.45	Average from 2008-2012 = \$73,857.40 (10%+)
1	Ice Resurfacing Machine – Model #525	\$86,808.45	\$86,808.45	Average from 2008-2012 = \$82,744.60 (5%+)
Sub-total			\$168,086.90	

Year 2015

EST. QTY	Description	Unit Cost	Total Cost	
2	Ice Resurfacing Machine – Model #525	\$88,543.45	\$177,086.90	2%+
Sub-total			\$177,086.90	

Year 2016

EST. QTY	Description	Unit Cost	Total Cost	
1	Ice Resurfacing Machine – Model #445	\$84,563.45	\$84,563.45	4%+
1	Ice Resurfacing Machine – Model #525	\$90,313.45	\$90,313.45	2%+
Sub-total			\$174,876.90	

Year 2017

EST. QTY	Description	Unit Cost	Total Cost	
1	Ice Resurfacing Machine – Model #445	\$86,253.45	\$86,253.45	2%+
2	Ice Resurfacing Machine – Model #525	\$92,118.45	\$184,236.90	2%+
Sub-total			\$270,490.35	

Year 2018

EST. QTY	Description	Unit Cost	Total Cost	
3	Ice Resurfacing Machine – Model #445	\$87,978.45	\$263,935.35	2%+
Sub-total			\$263,935.35	

TOTAL \$1,054,476.40

12e

Zamboni Replacements, 12 in total.

All replacement machines to be purchased with dual fuel, propane and natural gas.

Account # 2-715367-13160

Budget estimate – \$925,000

Year	Model	Replacement unit #
2014		
One (1) Zamboni	445	8036
One (1) Zamboni	525	8037
2015		
Two (2) Zamboni	525	8041, 8048
2016		
One (1) Zamboni	525	8047
One (1) Zamboni	425	8050
2017		
Two (2) Zamboni	525	8049, 8052
One (1) Zamboni	425	8051
2018		
Three (3) Zamboni	425	8040, 8046, 8053

REPORT 3 - 2013**General Committee****JAN 15 2014****TO: CHAIR AND MEMBERS OF GENERAL COMMITTEE**

The Towing Industry Advisory Committee presents its third report for 2013 and recommends:

TIAC-0008-2013

That the corporate report titled "Amendments to the Tow Truck Licensing By-law 521-04, as amended, to Include a Two Tier Tow Truck Licensing System" from the Commissioner of Transportation and Works dated December 4, 2013 be referred to a January 2014 Towing Industry Advisory Committee meeting.

(TIAC-0008-2013)

TIAC-0009-2013

1. That a by-law be enacted to amend the Tow Truck Licensing By-law 521-04, as amended, effective February 1, 2014, outlining the requirements for tow truck driver safety clothing and identification as outlined in the report from the Commissioner of Transportation and Works dated December 4, 2013.
2. That in addition to the requirements outlined in the corporate report from the Commissioner of Transportation and Works dated December 4, 2013 for tow truck drivers when out of the tow truck at both accident and non-accident scenes be amended to add the following:
 - a fluorescent yellow vest or a combination of yellow and orange reflective material
 - an identification badge showing the tow truck driver's first initial and last name

(TIAC-0009-2013)

TIAC-0010-2013

That the memorandum dated December 5, 2013 from Stephanie Smith, Legislative Coordinator with respect to the proposed 2014 Towing Industry Advisory Committee meeting dates be received.

(TIAC-0010-2013)

TIAC-0011-2013

That the action list of the Towing Industry Advisory Committee meeting held on June 11, 2013 provided to the Committee to update on the status of initiatives raised at prior meetings be received.

(TIAC-0011-2013)

TIAC-0012-2013

1. That the deputation by David Brown, David Brown Associates regarding tow truck licensing be received.
2. That Councillor Starr, Councillor Iannicca, John C. Lyons, Daniel R. Wallace, Armando Tallarico, be appointed to the Towing Industry Advisory Subcommittee to discuss the matter of vehicle pound facilities and that a representative from Abrams Towing be invited to participate in the discussion.

(TIAC-0012-2013)